Gold Circle Checklist

1. Entry Form

•Make one copy of the entry form for each separate entry, and each page of a multi-paged entry.
•Tape entry form to the upper-left corner of the back of each page.
•Complete entry forms, and remember to fill in the correct category name and number: e.g. Sports Feature 46B

2. Multiple pages

•Tape the pages together in order, only putting the tape on the back of the page.
•Fold accordion style, except yearbook categories 69 and 70.

3. Video Entries

Video entries must be on standard $^1/_2$ inch VHS format, one entry per videotape. Entry forms should be folded in half, facing out and taped to the videotape container. No tapes will be returned.

4. Packing of Entries

•Use no paper clips or staples.
•All entries must be stacked in order by category number and placed inside a package.
•Place one completed payment form and check and send in the package.
•If more than one package is mailed, indicate on outside: "Package No. __ of __ Packages."

Copy this form for each separate entry.

Check all boxes applicable:

q Middle School
q High School

q CSPA member (regular or associate)
q Non-member

q Yearbook
q Newspaper
q Magazine

Name of Category entered _____ Category number

25th Annual Gold Circle Awards
Entry Form *Deadline November 1, 2007

Names not submitted on this form will not be added later. No exceptions. If you're a winner, this form is used to prepare your award certificate and your listing in the awards announcement. Please be accurate on spellings and punctuation. **Please print or type legibly**

School/College _____

Street Address _____

City _____ State/Province _____ Zip _____

Telephone (daytime): (_____) _____ ext _____

Name of Publication _____

Adviser's name _____

Editor's name _____

Title of the piece (for identification purposes) _____

Is this entry the work of more than one person? Yes q No q

Please type or print CLEARLY names of all persons who created this entry (if more than three CSPA will indicate staff):

1 _____

2 _____

3 _____

I certify that the entry attached to this form is that of student(s) and was published in a student publication between November 2, 2006 and November 1, 2007. I give permission for CSPA to use this entry, either in electronic or printed form, as an example of superior student achievement.

Signed _____ Date _____

Print Name _____

Payment Form 25th Annual Gold Circle Awards

Deadline 11/1/2007

Submit one Payment Form for entire set of entries. If total is $25 or less, payment must accompany entry.

Purchase Orders are permitted for amounts over $ 25.

Send payment form, check and entries together to: CSPA, Gold Circle Awards, Columbia University, Mail Code 5711, New York, NY 10027-6902. (ONLY United States Postal Service — See our Web site for further instructions.)

Name _____

School/College _____

Address _____

City _____ State _____

Zip _____

Purchase order # _____

Member 1st 40 entries **FREE**

Next _____ entries @ $3.50 = $ _____

Non-Member ___ entries @ $10.50 = $ _____