

The North Carolina State Chapter of

PHI BETA LAMBDA`

State Handbook

Appendix 3 – State Awards Program Entry Forms

2008-2009

*A college-level national
association for the
professional development
of business students*

State Handbook

Appendix 3 – STATE AWARDS PROGRAM ENTRY FORMS

Table of Contents

This section contains all event entry forms for State Leadership Conference competitive events. Please observe all deadlines and note that registration for competitive events by date listed on the NCPBL Calendar is a must; no competitive event entries will be accepted at the State Leadership Conference.

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**The North Carolina State Chapter of
PHI BETA LAMBDA
2009 STATE AWARDS PROGRAM**

Competitive Events Summary

The competitive events held at the State Leadership Conference (SLC) illustrate the scope of interests and activities of Phi Beta Lambda (PBL). These events are based on activities developed from the nine goals of Phi Beta Lambda. State events fall into four classifications: individual, team, chapter, and recognition events. **The State Awards Program (SAP) event guidelines are aligned as closely as possible with the National Awards Program (NAP).** The information contained within this section often refers to the National Awards Program and requires use of the national *Chapter Management Handbook* as the source of specific details regarding the events. Listed below are the events offered through the State Awards Program.

At the National level a student is allowed to enter any two events. However, to promote participation in the Free Enterprise and Community Service projects at the state level, NCPBL makes it possible for a student to do a chapter event as a third event.

At SLC for NCPBL a participant may be entered in a combination of the following:

- Total of two individual events OR
- Total of two team events OR
- Total of two chapter events OR
- Total of one individual event and one team event, OR
- Total of two individual events and one chapter event, OR
- Total of two team events and one chapter event OR
- Total of one individual event, one team event, and one chapter event, OR
- Total of one individual event and two different chapter events (see #14 under Rules and Regulations) OR
- Total of one team event and two different chapter events (see #14 under Rules and Regulations)

INDIVIDUAL EVENTS:

1	Accounting Analysis & Decision Making	19	Impromptu Speaking
2	Accounting Principles	20	Information Management
3	Accounting for Professionals	21	International Business
4	Business Communication	22	Internet Application Programming
5	Business Law	23	Job Interview
6	Client Service	24	Justice Administration
7	Computer Applications	25	Macroeconomics
8	Computer Concepts	26	Management Concepts
9	Contemporary Sports Issues	27	Marketing Concepts
10	Cyber Security	28	Microeconomics
11	Database Design & Applications	29	Networking Concepts
12	Desktop Application Programming	30	Project Management
13	Economic Analysis & Decision Making	31	Public Speaking
14	Financial Analysis & Decision Making	32	Sales Presentation
15	Financial Concepts	33	Sports Management and Marketing
16	Future Business Executive	34	Statistical Analysis
17	Future Business Teacher	35	Telecommunications
18	Help Desk	36	Word Processing

TEAM EVENTS

(For NCPBL, “team events” are those that national guidelines say must be done by groups of members and those that guidelines say can be done individually or by groups. The number for each event is listed below and in the event guidelines.)

- 37 Business Decision Making (team of 2 or 3 members)
- 38 Business Ethics (team of 2 or 3 members)
- 39 Business Presentation (individual event or team of 2 or 3 members)
- 40 Desktop Publishing (team of 2 members)
- 41 Digital Video Production (individual event or team of 2 or 3 members)
- 42 E-business (individual event or team of 2 or 3 members)
- 43 Emerging Business Issues (team of 2 or 3 members)
- 44 Financial Services (individual event or team of 2 or 3 members)
- 45 Hospitality Management (individual event or team of 2 or 3 members)
- 46 Human Resource Management (individual event or team of 2 or 3 members)
- 47 Management Analysis & Decision Making (individual event or team of 2 or 3 members)
- 48 Marketing Analysis & Decision Making (individual event or team of 2 or 3 members)
- 49 Network Design (team of 2 or 3 members)
- 50 Parliamentary Procedure (team of 4 or 5 members)
- 51 Small Business Management Plan (individual event or team of 2 or 3 members)
- 52 Web Site Development (individual event or team of 2 or 3 members)

CHAPTER EVENTS:

- 53 Community Service Project (up to 3 members)
- 54 Free Enterprise Project (up to 3 members)
- 55 Local Chapter Annual Business Report

SPECIAL INDIVIDUAL EVENTS:

Two participants per chapter may apply for The North Carolina Phi Beta Lambda Foundation, Inc., Scholarship while Who’s Who in North Carolina Phi Beta Lambda has no limit regarding the number of nominations each chapter may submit. The same participant may be entered in both of the events listed in this category. In addition, participants entered in these events may also enter events as an individual, team, or chapter (see participation rules for each category as well as rules listed just before list).

- 56 Who's Who in North Carolina Phi Beta Lambda
- 57 The North Carolina Phi Beta Lambda Foundation, Inc., Scholarship

RECOGNITION EVENTS:

Each local chapter may participate in any or all of the events listed in this category. Each event requires completion of a separate entry form.

- 58 Terry Lowrance Leadership Award
- 59 North Carolina Businessperson of the Year
- 60 North Carolina Gold Seal Chapter Award
- 61 Local Recruitment of Chapters
- 62 NCPBL Professional Division Distinguished Service Award

The North Carolina State Chapter of
PHI BETA LAMBDA
2009 STATE AWARDS PROGRAM

EVENT ENTRY SUMMARY FORM

Please note that all dates are RECEIPT DEADLINES. These dates are the established deadlines for the named individual to officially receive the appropriate materials. No guarantees can be made that any materials received AFTER these dates can be accepted; thus, it is imperative that delivery methods be chosen that can ensure arrival at the designated destination by the established deadline.

DIRECTIONS:

- 1. Prepare and submit the "Event Entry Summary" in WORD-PROCESSED format.
2. Complete information as requested for each event to be entered and for each participant.
3. Complete the "Address Listing of Event Participants" providing permanent address and telephone information. This information is requested for making contact with members regarding national-level competition should the need arise.
4. Observe the "receipt deadlines." A summary is presented below.
5. Assure compliance with the Event Guidelines as listed in the current editions of the State Handbook and the national Chapter Management Handbook, Competitive Events section.

Numbers assigned to each event are for data-entry purposes and do not represent event numbers.

SCHOOL _____
CHAPTER NUMBER _____
ADVISER'S SIGNATURE _____
EMAIL ADDRESS _____
TELEPHONE NUMBERS _____

(Adviser's signature indicates compliance with and understanding of ALL Event Guidelines.)

DEADLINES FOR SUBMITTING EVENT ENTRIES:

February 25 RECEIPT DEADLINE:

- Terry Lowrance Leadership Award
NC Businessperson of the Year Entry Form
Internet Application Programming Entry Form(s)
Desktop Application Programming Entry Form(s)
Digital Video Production Entry Form(s) & Presentation(s)
E-business Entry Form(s)
Web Site Development Entry Form(s)
Small Business Management Plan Report(s)
Community Service Project Report(s)
Free Enterprise Project Report(s)
Administrator Identification Form for School-Site Tested Events (Accounting for Professionals, Computer Applications, Database Design & Applications, Desktop Publishing, and Word Processing)

March 4 RECEIPT DEADLINE:

- Local Chapter Annual Business Report
North Carolina Gold Seal Chapter Award
Who's Who in North Carolina Phi Beta Lambda Entry Form
The NCPBL Foundation Scholarship, Inc., Scholarship Application Form
Local Recruitment of Chapters Entry Form
Event Entry Summary
Address Listing of Event Participants
Conference Registration Materials (Contributions, Exhibit Space, etc. Forms)

All materials must be submitted to:

Dr. Kathie Doole
NCPBL State Awards Program Chair
Asheville-Buncombe Technical Community College
340 Victoria Road
Asheville, NC 28801

SCHOOL: _____

INDIVIDUAL EVENTS:

ACCOUNTING ANALYSIS & DECISION MAKING (1)

Participant 1 _____
Participant 2 _____

ACCOUNTING PRINCIPLES (2)

Participant 1 _____
Participant 2 _____

ACCOUNTING for PROFESSIONALS (3)

Participant 1 _____
Participant 2 _____

BUSINESS COMMUNICATION (4)

Participant 1 _____
Participant 2 _____

BUSINESS LAW (5)

Participant 1 _____
Participant 2 _____

CLIENT SERVICE (6)

Participant 1 _____
Participant 2 _____

COMPUTER APPLICATIONS (7)

Participant 1 _____
Participant 2 _____

COMPUTER CONCEPTS (8)

Participant 1 _____
Participant 2 _____

CONTEMPORARY SPORTS ISSUES (9)

Participant 1 _____
Participant 2 _____

CYBER SECURITY (10)

Participant 1 _____
Participant 2 _____

DATABASE DESIGN & APPLICATIONS (11)

Participant 1 _____
Participant 2 _____

DESKTOP APPLICATION PROGRAMMING (12)

Participant 1 _____
Participant 2 _____

SCHOOL: _____

ECONOMIC ANALYSIS & DECISION MAKING (13)

Participant 1 _____
Participant 2 _____

FINANCIAL ANALYSIS & DECISION MAKING (14)

Participant 1 _____
Participant 2 _____

FINANCIAL CONCEPTS (15)

Participant 1 _____
Participant 2 _____

FUTURE BUSINESS EXECUTIVE (16)

Participant 1 _____
Participant 2 _____

FUTURE BUSINESS TEACHER (17)

Participant 1 _____
Participant 2 _____

HELP DESK (18)

Participant 1 _____
Participant 2 _____

IMPROMPTU SPEAKING (19)

Participant 1 _____
Participant 2 _____

INFORMATION MANAGEMENT (20)

Participant 1 _____
Participant 2 _____

INTERNATIONAL BUSINESS (21)

Participant 1 _____
Participant 2 _____

INTERNET APPLICATION PROGRAMMING (22)

Participant 1 _____
Participant 2 _____

JOB INTERVIEW (23)

Participant 1 _____

JUSTICE ADMINISTRATION (24)

Participant 1 _____
Participant 2 _____

SCHOOL: _____

MACROECONOMICS (25)

Participant 1 _____

Participant 2 _____

MANAGEMENT CONCEPTS (26)

Participant 1 _____

Participant 2 _____

MARKETING CONCEPTS (27)

Participant 1 _____

Participant 2 _____

MICROECONOMICS (28)

Participant 1 _____

Participant 2 _____

NETWORKING CONCEPTS (29)

Participant 1 _____

Participant 2 _____

PROJECT MANAGEMENT (30)

Participant 1 _____

Participant 2 _____

PUBLIC SPEAKING (31)

Participant 1 _____

Participant 2 _____

SALES PRESENTATION (32)

Participant 1 _____

Participant 2 _____

SPORTS MANAGEMENT AND MARKETING (33)

Participant 1 _____

Participant 2 _____

STATISTICAL ANALYSIS (34)

Participant 1 _____

Participant 2 _____

TELECOMMUNICATIONS (35)

Participant 1 _____

Participant 2 _____

WORD PROCESSING (36)

Participant 1 _____

Participant 2 _____

SCHOOL: _____

TEAM EVENTS:

BUSINESS DECISION MAKING (37) (team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

BUSINESS ETHICS (38) (team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

BUSINESS PRESENTATION (39) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

DESKTOP PUBLISHING (40) (team of 2 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

SCHOOL: _____

DESKTOP PUBLISHING (40) (cont.)

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

DIGITAL VIDEO PRODUCTION (41) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

E-BUSINESS (42) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

EMERGING BUSINESS ISSUES (43) (team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

SCHOOL: _____

FINANCIAL SERVICES (44) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____

HOSPITALITY MANAGEMENT (45) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____

HUMAN RESOURCE MANAGEMENT (46) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____

MANAGEMENT ANALYSIS & DECISION MAKING (47) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____

SCHOOL: _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____

MARKETING ANALYSIS & DECISION MAKING (48) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____

NETWORK DESIGN (49) (team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____

PARLIAMENTARY PROCEDURE (50) (team of 4-5 members)

TEAM NUMBER 1:

Team member 1A _____
Team member 1B _____
Team member 1C _____
Team member 1D _____
Team member 1E _____

TEAM NUMBER 2:

Team member 2A _____
Team member 2B _____
Team member 2C _____
Team member 2D _____
Team member 2E _____

SCHOOL: _____

SMALL BUSINESS MANAGEMENT PLAN (51) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

WEB SITE DEVELOPMENT (52) (individual event or team of 2-3 members)

TEAM NUMBER 1:

Team member 1A _____

Team member 1B _____

Team member 1C _____

TEAM NUMBER 2:

Team member 2A _____

Team member 2B _____

Team member 2C _____

SCHOOL: _____

CHAPTER EVENTS:

FOR THE FOLLOWING EVENTS, PLEASE PLACE A CHECK MARK IN THE SPACE PROVIDED IF YOUR CHAPTER IS SUBMITTING AN ENTRY OR ENTRIES. SEVERAL EVENTS BELOW ALSO REQUEST THE NAME(S) OF THE PRESENTERS FOR THE ORAL PRESENTATION PORTION OF THE EVENT. IF SUBMITTING TWO ENTRIES PER EVENT, NOTE THAT A CHAPTER MEMBER MAY SERVE AS A PRESENTER FOR ONLY ONE OF THE CHAPTER'S TWO ENTRIES.

_____ **COMMUNITY SERVICE PROJECT, Entry Number 1 (53)** (up to 3 members)

Title of Project _____

Presenting member 1A _____

Presenting member 1B _____

Presenting member 1C _____

_____ **COMMUNITY SERVICE PROJECT, Entry Number 2 (53)** (up to 3 members)

Title of Project _____

Presenting member 2A _____

Presenting member 2B _____

Presenting member 2C _____

_____ **FREE ENTERPRISE PROJECT, Entry Number 1 (54)** (up to 3 members)

Title of Project _____

Presenting member 1A _____

Presenting member 1B _____

Presenting member 1C _____

_____ **FREE ENTERPRISE PROJECT, Entry Number 2 (54)** (up to 3 members)

Title of Project _____

Presenting member 2A _____

Presenting member 2B _____

Presenting member 2C _____

_____ **LOCAL CHAPTER ANNUAL BUSINESS REPORT (55)**

SCHOOL: _____

_____ **WHO'S WHO IN NORTH CAROLINA PHI BETA LAMBDA (56)**

Nominees: _____

_____ **THE NORTH CAROLINA PHI BETA LAMBDA FOUNDATION, INC.,
SCHOLARSHIP (57)**

Applicant(s): _____

_____ **TERRY LOWRANCE LEADERSHIP AWARD (58)**

_____ **NORTH CAROLINA BUSINESSPERSON OF THE YEAR (59)**

Nominee: _____

_____ **NORTH CAROLINA GOLD SEAL CHAPTER AWARD (60)**

_____ **LOCAL RECRUITMENT OF CHAPTERS (61)**

**The North Carolina State Chapter of
Phi Beta Lambda
Administrator Identification Form for
SCHOOL-SITE TESTED EVENTS**

SCHOOL _____

ADVISER _____

SCHOOL ADDRESS _____

EMAIL ADDRESS _____

TELEPHONE _____

SCHOOL _____

HOME _____

DIRECTIONS: Complete the form by identifying the name of the student(s) entering each of the School-Site Tested Competitive Events. If more than one event is entered, the same administrator (full-time school employee) may be used. Also, give complete information about the person who will be administering the test(s). A local PBL adviser or assistant **must not** be the administrator. **Return all pages of this completed form to Dr. Kathie Doole at the address below TO ENSURE RECEIPT NO LATER THAN FEBRUARY 25:**

Dr. Kathie Doole
NCPBL State Awards Program Chair
Asheville-Buncombe Technical Community College
340 Victoria Road
Asheville, NC 28801

All test materials will be sent directly to the identified test administrator by March 4. The student and/or adviser should schedule the specific testing time with the test administrator. Directions for returning the completed test will be sent with the testing materials. Dr. Doole may be contacted as follows:

828-254-1921 ext. 236
kdoole@abtech.edu

ACCOUNTING FOR PROFESSIONALS

(Each local chapter may enter 2 participants--Individual test for each)

PARTICIPANT 1

PARTICIPANT 2

TEST ADMINISTRATOR:

NAME (Mr., Ms., Miss)

POSITION

ADDRESS

E-MAIL

TELEPHONE

COMPUTER APPLICATIONS

(Each local chapter may enter 2 participants--Individual test for each)

PARTICIPANT 1

PARTICIPANT 2

TEST ADMINISTRATOR:

NAME (Mr., Ms., Miss)

POSITION

ADDRESS

E-MAIL

TELEPHONE

DATABASE DESIGN & APPLICATIONS

(Each local chapter may enter 2 participants--Individual test for each)

PARTICIPANT 1

PARTICIPANT 2

TEST ADMINISTRATOR:

NAME (Mr., Ms., Miss)

POSITION

ADDRESS

E-MAIL

TELEPHONE

WORD PROCESSING

(Each local chapter may enter 2 participants--Individual test for each)

PARTICIPANT 1

PARTICIPANT 2

TEST ADMINISTRATOR:

NAME (Mr., Ms., Miss)

POSITION

ADDRESS

E-MAIL

TELEPHONE

DESKTOP PUBLISHING

(Each local chapter may enter 1 or 2 teams, each consisting of 2 participants)

ENTRY NUMBER 1

PARTICIPANT 1A

PARTICIPANT 1B

TEST ADMINISTRATOR:

NAME (Mr., Ms., Miss)

POSITION

ADDRESS

E-MAIL

TELEPHONE

ENTRY NUMBER 2

PARTICIPANT 2A

PARTICIPANT 2B

TEST ADMINISTRATOR:

NAME (Mr., Ms., Miss)

POSITION

ADDRESS

E-MAIL

TELEPHONE

PREJUDGED EVENT SUBMISSION FORMS

2009 DESKTOP APPLICATION PROGRAMMING

Event Entry 1

Chapter/State: _____

School: _____

Member Name: _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this program are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Adviser's Signature:

Provide a list of the software and computer platform used, and give brief instructions for viewing the presentation.

PREJUDGED EVENT SUBMISSION FORMS

2009 DESKTOP APPLICATION PROGRAMMING

Event Entry 2

Chapter/State: _____

School: _____

Member Name: _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this program are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Adviser's Signature:

Provide a list of the software and computer platform used, and give brief instructions for viewing the presentation.

PREJUDGED EVENT SUBMISSION FORMS

2009 DIGITAL VIDEO PRODUCTION

Event Entry 1

Chapter/State: _____

School: _____

Member(s) Name(s): _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this presentation are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Member's Signature:

Member's Signature:

Adviser's Signature:

Provide a list of the software and computer platform used, and give brief instructions for viewing the presentation.

PREJUDGED EVENT SUBMISSION FORMS

2009 DIGITAL VIDEO PRODUCTION

Event Entry 2

Chapter/State: _____

School: _____

Member(s) Name(s): _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this presentation are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Member's Signature:

Member's Signature:

Adviser's Signature:

Provide a list of the software and computer platform used, and give brief instructions for viewing the presentation.

PREJUDGED EVENT SUBMISSION FORMS

2009 E-BUSINESS

Event Entry 1

Chapter/State: _____

School: _____

Web site URL Address: _____

Member(s) Name(s): _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone _____

Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this program are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature: _____

Member's Signature: _____

Member's Signature: _____

Adviser's Signature: _____

Do not send any materials with this form. The E-Business event will be evaluated online by the judges.

PREJUDGED EVENT SUBMISSION FORMS

2009 E-BUSINESS

Event Entry 2

Chapter/State: _____

School: _____

Web site URL Address: _____

Member(s) Name(s): _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this program are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Member's Signature:

Member's Signature:

Adviser's Signature:

Do not send any materials with this form. The E-Business event will be evaluated online by the judges.

PREJUDGED EVENT SUBMISSION FORMS

2009 INTERNET APPLICATION PROGRAMMING

Event Entry 1

Chapter/State: _____

School: _____

Member Name: _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this program are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Adviser's Signature:

Provide a list of the software and computer platform used, and give brief instructions for viewing the presentation.

PREJUDGED EVENT SUBMISSION FORMS

2009 INTERNET APPLICATION PROGRAMMING

Event Entry 2

Chapter/State: _____

School: _____

Member Name: _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone

Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this program are the original work of our chapter members. We agree that this presentation may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature: _____

Adviser's Signature: _____

Provide a list of the software and computer platform used, and give brief instructions for viewing the presentation.

PREJUDGED EVENT SUBMISSION FORMS

2009 WEB SITE DEVELOPMENT

Event Entry 1

Chapter/State: _____

School: _____

Web site URL Address: _____

Member(s) Name(s): _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this web site are the original work of our chapter members. We agree that this web site may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Member's Signature:

Member's Signature:

Adviser's Signature:

Do not send any materials with this form. The Web Site Development event will be evaluated online by the judges.

PREJUDGED EVENT SUBMISSION FORMS

2009 WEB SITE DEVELOPMENT

Event Entry 2

Chapter/State: _____

School: _____

Web site URL Address: _____

Member(s) Name(s): _____

Local Chapter Contact (Adviser preferred)

Name: _____

Daytime Phone
Number: _____

Mailing Address: _____

Home E-mail: _____

We, the undersigned, attest that the design, creation, and implementation of this web site are the original work of our chapter members. We agree that this web site may be linked, promoted, and used in any way by the national FBLA-PBL, Inc. for purposes of promoting the association.

Member's Signature:

Member's Signature:

Member's Signature:

Adviser's Signature:

Do not send any materials with this form. The Web Site Development event will be evaluated online by the judges.

NORTH CAROLINA PHI BETA LAMBDA
ADDRESS LISTING OF EVENT PARTICIPANTS
2009 State Leadership Conference

CHAPTER: _____

EVENT PARTICIPANTS' NAMES, PERMANENT ADDRESS, & PHONE

1		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
2		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
3		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
4		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
5		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
6		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3

ADDRESS LISTING OF EVENT PARTICIPANTS**CONTINUED****CHAPTER:** _____**EVENT PARTICIPANTS' NAMES, PERMANENT ADDRESS, & PHONE**

7		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
8		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
9		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
10		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
11		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
12		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
13		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3

CHAPTER: _____

EVENT PARTICIPANTS' NAMES, PERMANENT ADDRESS, & PHONE

14		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
15		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
16		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
17		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
18		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
19		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3
20		
Name:		Events Entered Into (up to 3)
Address:		1
City/State/Zip		2
Telephone		3

(Please copy table structure if additional space is needed.)

NORTH CAROLINA BUSINESSPERSON OF THE YEAR ENTRY FORM

1. Read Guidelines in *State Handbook* to ensure compliance.
2. Complete all the information requested below.
3. Attach a resume including the following information:
 - personal data,
 - promotion of FBLA-PBL through speeches and seminars,
 - years of participation in FBLA-PBL activities,
 - financial assistance to local and/or state chapter, and
 - donations and sponsorship of activities.
4. Mail entry form along with supporting information to Kathie Doole, State Awards Program Chair, to be received no later than **FEBRUARY 25**.

SCHOOL _____

CHAPTER NO. _____ CHAPTER NAME _____

SCHOOL ADDRESS _____

(SIGNED) _____ President

_____ Adviser

Signatures indicate that the above officer and adviser have complied with the Guidelines for this event.

NOMINEE:

NAME _____

TITLE _____

COMPANY _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE _____

Nominee will attend Awards Banquet if selected? _____ YES _____ NO

(Local chapter is responsible for purchasing ticket(s) for the Awards Banquet for its Businessperson of the Year recipient. Local chapter nominees who are selected as Businessperson of the Year will be notified.)

COVER PAGE

SCHOOL _____

FOR JUDGES' USE ONLY:

POINTS

Points Totals by Sections:

SECTION I	_____
SECTION II	_____
SECTION III	_____
SECTION IV	_____
SECTION V	_____
SECTION VI	_____
GRAND TOTAL	_____

GOLD SEAL AWARD?

_____ **Yes**
_____ **No**

ENTRY FORM

NORTH CAROLINA GOLD SEAL CHAPTER AWARD

I. LOCAL CHAPTER REPORTS: For reports entered in state competition by established deadlines, points will be awarded as outlined for a MAXIMUM OF 300 POINTS. The points awarded will be the actual average score awarded by the judges for the written reports events, and these points will be added to this form by the state office upon receipt of the scores from the written reports judges. If a chapter submits two entries in an event, the entry with the highest written score will be recorded.

- A. LOCAL CHAPTER ANNUAL BUSINESS REPORT POINTS _____
 (Maximum Points - 100) **MANDATORY REPORT**
- B. FREE ENTERPRISE PROJECT REPORT POINTS _____
 (Maximum Points - 100)
- C. COMMUNITY SERVICE PROJECT REPORT POINTS _____
 (Maximum Points - 100)

TOTAL POINTS, SECTION I _____

II. RECRUITMENT OF MEMBERS AND CHAPTERS: Points may be received for the recruitment of local chapter members, the recruitment of new and/or reactivated chapters of FBLA or PBL, and the recruitment of members for other categories of membership such as Professional Division Members.

A. Recruitment of Local Chapter Members: 5 points for as many as five local chapter membership recruitment activities (letter to students, brochures distributed, recruitment bulletin board, etc.) for a MAXIMUM OF 25 POINTS.

DATE	ACTIVITY	POINTS
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Recruitment of Professional Division Members: 10 points will be awarded for each paid Professional Division Member (state and national membership) according to state membership records. Points for this section will be awarded by the State Professional Division office. Maximum of 150 points.

Total Number of Members
 (New and Renewed) _____ x 10 points = _____

- C. Recruitment of New/Reactivated Chapters: 20 points will be awarded for each new/reactivated FBLA or PBL chapter. Points for this section will be awarded by the State Office.

Chapter Name and Charter/Activation Date

_____	x 20 points = _____
_____	x 20 points = _____

TOTAL POINTS, SECTION II

- III. **SUPPORT OF FBLA-PHI BETA LAMBDA NATIONAL/STATE PROJECTS:** Points may be awarded for participation in National projects such as Mission LIFT, Connecting Chapters, etc., for which a report has been submitted for National consideration as appropriate. Points may also be awarded for contributions to State activities such as The NCPBL Foundation Scholarship, Inc., Fund; The NCPBL Foundation, Inc., Fundraising; or March of Dimes.

- A. Points may be awarded for each of the projects in which the chapter participated. 30 points will be awarded for each project for a MAXIMUM OF 150 POINTS.

DATE PROJECT COMPLETED	PROJECT DESCRIPTION	POINTS
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- B. One point is allowed for each dollar contributed to an NCPBL endorsed fund raising activity for a MAXIMUM OF 300 POINTS. Activities include The NCPBL Foundation Scholarship Fund and the March of Dimes.

DATE	ACTIVITY TO WHICH CONTRIBUTION WAS MADE	POINTS
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL POINTS, SECTION III

IV. ATTENDANCE AND PARTICIPATION AT CONFERENCES SPONSORED BY THE STATE CHAPTER AND NATIONAL ASSOCIATION: Points may be awarded for the chapter’s participation in the previous year’s STATE LEADERSHIP CONFERENCE, the previous year’s NATIONAL LEADERSHIP CONFERENCE, the current year’s FALL LEADERSHIP DEVELOPMENT CONFERENCE, the current year’s NATIONAL FALL LEADERSHIP CONFERENCE, and other such current year special leadership conferences such as FBLA CONFERENCES, etc. Attach typed lists where an asterisk (*) is indicated or attach a copy of actual registration forms.

- | | |
|--|----------------------|
| A. <u>PREVIOUS YEAR’S STATE LEADERSHIP CONFERENCE:</u> | <u>POINTS</u> |
| 1. Representatives at conference* (5 points for each member and adviser present) | _____ |
| 2. Each voting delegate* (5 points) | _____ |
| 3. State Officer (currently serving) (100 points) | _____ |
| 4. Unelected candidate for state office (25 points) | _____ |
| 5. Each competitive event entered* (10 points) | _____ |
| 6. Local Chapter Adviser(s) actively serving on State Committee (20 points) | _____ |
| 7. Chapter Adviser(s) conducting LDP Seminars (30 points each) | _____ |
| _____ | _____ |
| _____ | _____ |
| (use separate sheet for additional listings) | _____ |
| 8. Local Chapter Adviser(s) serving as event administrator(s)
(10 points each--please list each event and adviser’s name) | _____ |
| _____ | _____ |
| _____ | _____ |
| (use separate sheet for additional listings) | _____ |
| B. <u>PREVIOUS YEAR’S INSTITUTE FOR LEADERS (IFL):</u> | <u>POINTS</u> |
| 1. Attendees of IFL* (10 points for each graduate) | _____ |
| 2. Graduation with Honors* (5 points each--please list each participant.) | _____ |
| _____ | _____ |
| _____ | _____ |
| (use separate sheet for additional listings) | _____ |

C.	<u>PREVIOUS YEAR’S NATIONAL LEADERSHIP CONFERENCE:</u>	<u>POINTS</u>
	1. Representatives at conference* (10 points for each member and adviser present)	_____
	2. Each delegate present and voting* (10 points)	_____
	3. National Officer (currently serving) (200 points)	_____
	4. Unelected candidate for national office (50 points)	_____
	5. Each competitive event entered* (25 points)	_____
	6. Each open event entered* (15 points)	_____
	7. Special part on program (30 points each—list each participation separately)	_____
	_____	_____
	_____	_____
	8. Local Chapter Adviser(s) serving as event administrator(s)* (10 points each—list each event and adviser(s) name)	_____
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	_____

D.	<u>CURRENT YEAR’S FALL LEADERSHIP DEVELOPMENT CONFERENCE:</u>	<u>POINTS</u>
	1. Representatives at conference* (5 points for each member and adviser present)	_____
	2. Participation on program (25 points each--please list each participation including recruitment display, non-trivia contest entry, workshop presenter, etc.)	_____
	_____	_____
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	_____

E.	<u>CURRENT YEAR’S NATIONAL FALL LEADERSHIP CONFERENCE:</u>	<u>POINTS</u>
	1. Representatives at conference* (10 points for each member and adviser present)	_____
	2. Participation on program (30 points each--please list each participation including workshop presenter, etc.)	_____
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	_____

		<u>POINTS</u>
F.	<u>CURRENT YEAR'S REGIONAL LEADERSHIP CONFERENCES - (PBL):</u>	
1.	Conference/Location – Kick-Off Meetings	
	_____	_____
	a. Representatives at conference* (5 points for each member and adviser present)	
	b. Participation on program (25 points each--please list each participation)	
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	
2.	Conference/Location – Tip-Off Meeting	
	_____	_____
	a. Representatives at conference* (5 points for each member and adviser present)	
	b. Participation on program (25 points each--please list each participation)	
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	
G.	<u>CURRENT YEAR'S LEADERSHIP CONFERENCES - (FBLA):</u>	
1.	Conference/Location – Regional Meetings	
	_____	_____
	c. Representatives at conference* (5 points for each member and adviser present)	
	d. Participation on program (25 points each--please list each participation)	
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	
2.	Conference/Location – State Meetings	
	_____	_____
	a. Representatives at conference* (5 points for each member and adviser present)	
	b. Participation on program (25 points each--please list each participation)	
	_____	_____
	_____	_____
	(use separate sheet for additional listings)	
TOTAL POINTS, SECTION IV		_____

V. STATE AND NATIONAL AWARDS PROGRAM RECOGNITION FOR PHI BETA LAMBDA:

Points may be awarded for awards received at the previous year’s State and National Leadership Conferences. Attach a separate typed list of all recognitions received. . Attach typed lists where an asterisk (*) is indicated or attach a copy of actual registration forms.

A. RECOGNITION AT PREVIOUS YEAR’S STATE LEADERSHIP CONFERENCE:	<u>POINTS</u>
1. First Place Competitive Events Awards* (50 points each)	_____
2. Second Place Competitive Events Awards* (30 points each)	_____
3. Third through Fifth Place Competitive Events Awards* (20 pts each)	_____
4. Sixth through Eighth Place Competitive Events Awards* (10 pts each)	_____
5. Gold Seal Chapter Award (25 points)	_____
6. Who’s Who Inductee* (25 points each)	_____
7. Terry Lowrance Leadership Award (25 points)	_____
8. March of Dimes contribution (15 points)	_____
9. Gold Star Chapter (15 points)	_____
10. CMAP Awards (15 points total for at least one student recognition)	_____
11. The NCPBL Scholarship, Inc., contribution (15 points)	_____
12. The NCPBL Scholarship, Inc., recipient (15 points per recipient)	_____
13. Largest Local Chapter Delegation at conference (15 points)	_____
14. Largest Local Chapter Membership-1st, 2nd, 3rd in state (15 points)	_____
15. Largest Increase in Local Chapter Membership-state (15 points)	_____
16. Largest Percentage of Increase in Chapter Membership-state (15 pts)	_____
17. Local Recruitment of Chapters (15 points for each)	_____
18. Local Recruitment of Professional Division members-state (15 pts)	_____
19. Largest Local Chapter Membership, Professional Division-state (15 pts)	_____
20. Professional Division Chapter of the Year (15 points)	_____

B. RECOGNITION AT PREVIOUS YEAR’S NATIONAL LEADERSHIP CONFERENCE:	<u>POINTS</u>
1. First Place Competitive Event Awards* (100 points each)	_____
2. Second Place Competitive Event Awards* (60 points each)	_____
3. Third through Fifth Place Competitive Event Awards* (40 points each)	_____
4. Sixth through Tenth Place Competitive Event Awards* (20 points each)	_____
5. Gold Seal Chapter Award (25 points)	_____
6. NCPBL Who’s Who National Inductee (25 points)	_____
7. March of Dimes contribution (15 points)	_____
8. Outstanding Chapter Award (15 points)	_____
9. CMAP Award (15 points total for at least one student recognition)	_____
10. Membership Madness (15 points total for at least one student recognition)	_____
11. Largest Local Chapter Membership-1st, 2nd, 3rd in nation (15 points)	_____
12. Largest Local Chapter Membership, Professional Division (15 points)	_____
13. Open Event Awards* (15 points each)	_____
14. Distinguished Business Leader Scholarship (15 points)	_____
15. NLC Scholarship recipient(s) (15 points each)	_____

C. RECOGNITION AT CURRENT YEAR’S FALL LEADERSHIP DEVELOPMENT CONFERENCE: (Recruitment Display, Non-Trivia)	<u>POINTS</u>
1. First Place Awards (30 points each)	_____
2. Second and Third Place Awards (20 points each)	_____
TOTAL POINTS, SECTION V	_____

VI. OBSERVATION OF DUE DATES: Points may be awarded for observation of the dates for materials requested by the NCPBL State Office.

	<u>POINTS</u>
A. State and national dues and membership roster by the initial reporting date (25 points)	_____
B. Materials for State Leadership Conference by the established deadline (25 points)	_____
TOTAL POINTS, SECTION VI	_____

SIGNATURES:

_____ Chapter President
_____ Chapter Adviser

The above signatures indicate accuracy and ethical standards in completing all Sections.

NAME _____

SCHOOL _____

CHAPTER NO. _____ CHAPTER NAME _____

CHAPTER ADDRESS _____

ELIGIBILITY: Any active Phi Beta Lambda member in good standing with the state and national associations is eligible. This form may be duplicated for chapters that wish to submit multiple entries.

(SIGNED) _____ President

_____ Nominee

_____ Adviser

Signatures indicate that the above individuals have complied with the Guidelines for this event.

NOMINEE'S PERSONAL DATA

SCHOOL ADDRESS _____

SCHOOL PHONE _____

HOME ADDRESS _____

HOME PHONE _____

SUPPORTING INFORMATION WHICH MUST BE ATTACHED TO THIS ENTRY FORM:

1. A narrative report prepared by the nominee indicating why he or she should be considered for Who's Who and specifying how he or she meets the criteria named in the Event Guidelines (See *State Handbook*, State Awards Program Section). The narrative report should not exceed four typed pages, should concisely present specific information related to the criteria, and should explain all points accumulated on the Judges Rating Sheet.
2. A completed Judges Rating Sheet for the Event (copy is attached)
3. One letter of recommendation supportive of the nominee's consideration for the award, addressed to "Who's Who Selection Committee, NCPBL State Leadership Conference."

JUDGES RATING SHEET

NAME _____

SCHOOL _____

OFFICER SERVICE (Cumulative during years of PBL participation)

Local chapter officer: 15 points each year _____

State chapter officer: 30 points each year _____

National officer: 40 points each year _____

PARTICIPATION (Cumulative during years of PBL participation)

Number of years in PBL: 3 points each year _____

Number of Fall Leadership Development Conferences attended: 5 points each _____

Number of National Fall Leadership Conferences attended: 5 points each _____

Number of State Leadership Conferences attended: 5 points each _____

Number of National Leadership Conferences attended: 5 points each _____

Number of Institutes for Leaders attended: 5 points each _____

Number of State/National competitive events entered: 5 points each _____

Number of State/National competitive events placed: 5 points each _____

OTHER CONTRIBUTIONS (from last year's SLC to current year's SLC)

Phi Beta Lambda contributions (service specifically given) which strengthened and implemented local chapter's program of work: 2 points each (list individually) (maximum of 10 points)

TOTAL SCORE _____

JUDGES' VERIFICATION: _____

LOCAL RECRUITMENT OF CHAPTERS ENTRY FORM

SCHOOL _____ CHAPTER NO. _____

CHAPTER'S SCHOOL _____
MAILING ADDRESS _____

In the space provided below, please list information about chapters recruited (chartered or reactivated) during the year including adviser, address, date of installation ceremony, and other assistance provided. This form may be photocopied if additional space is needed.

1. SCHOOL _____
ADVISER & ADDRESS _____

DATE OF INSTALLATION CEREMONY _____
OTHER ASSISTANCE (explain): _____

2. SCHOOL _____
ADVISER & ADDRESS _____

DATE OF INSTALLATION CEREMONY _____
OTHER ASSISTANCE (explain): _____

(SIGNED) _____ President

_____ Adviser

Signatures indicate that the above individuals have complied with the Guidelines for this event.

(Confidential)

1. NAME _____
(Last) , (First) (Middle)

2. SCHOOL: _____

3. SCHOOL ADDRESS: _____

4. HOME ADDRESS: _____

5. OTHER CHILDREN/FAMILY MEMBERS CURRENTLY ENROLLED IN SCHOOL:
NAME AGE SCHOOL ATTENDING GRADE LEVEL

6. CAREER PLANS: _____

7. WHY ARE YOU PURSUING THIS CAREER? _____

8. LIST ALL EXTRACURRICULAR ACTIVITIES, ALL HONORS RECEIVED:

9. LIST ALL SCHOLARSHIPS OR FINANCIAL AID WHICH YOU ARE (A.) APPLYING FOR OR (B.) CURRENTLY RECEIVING:
(A) _____
(B) _____

10. PLEASE PROVIDE OTHER INFORMATION THAT YOU MAY WISH TO PRESENT IN YOUR APPLICANT'S STATEMENT ON THE NEXT PAGE.

(SIGNED) _____ Applicant

Signature indicates that the applicant has complied with the Guidelines for this event.

1. NAME: _____
(Last) , (First) (Middle)

2. SCHOOL: _____

3. The Applicant should write a statement in the space provided below explaining

A. Why he or she is qualified for the Scholarship, and

B. Why he or she has need for it.

4. Attach to this application form a copy of your current transcript; a "student issued" copy from your registrar's office is acceptable, photocopies are not acceptable.

APPLICANT'S NAME: _____

SCHOOL: _____

The above named student is applying for a scholarship award to be presented by The North Carolina Phi Beta Lambda Foundation, Inc. In the space below, please provide a statement of recommendation giving your candid opinions regarding the applicant's academic performance and why he or she is deserving of this award and recognition.

(SIGNED) _____ Chapter Adviser

DATE _____

Signature indicates that the applicant and the chapter adviser understand and have complied with the Guidelines for this event.

**NORTH CAROLINA PHI BETA LAMBDA
PROFESSIONAL DIVISION**

DISTINGUISHED SERVICE AWARD NOMINATION FORM

1. Complete the information requested on the form below.
2. Return completed form to
North Carolina PBL Professional Division, PO Box 625, Stanfield, NC 28163
3. RECEIPT deadline is MARCH 12.
3. Each Professional Division member or local chapter may submit one nomination for an active Professional Division member.

NOMINATION SUBMITTED FOR: _____

SERVICE and PARTICIPATION in all levels of FBLA-PBL:

Describe involvement regarding previous Professional Division, PBL, and FBLA activities such as state offices held, local chapter offices held, national offices held, number of years as a student member and professional member, local chapter adviser, involvement with local chapters, involvement at state and national conferences (workshop leader, event administrator, etc.), school(s) attended, etc. (Use additional sheet if needed.)

BASIS/RATIONALE for NOMINATION:

Describe the basis/rationale as to why this individual should be selected for the NCPBL Professional Division Distinguished Service Award. (Use additional sheet if needed.)

NOMINEE'S WORK EXPERIENCE:

Describe the nominee's current and previous work experience. (Use additional sheet if needed.)

NOMINATION SUBMITTED BY: _____

CHAPTER AFFILIATION OR LOCAL CHAPTER: _____

NCPBL STATE LEADERSHIP CONFERENCE

EVENT ENTRY SUBSTITUTION FORM

EVENT NAME: _____

SCHOOL: _____

CHAPTER NUMBER: _____

PARTICIPANT'S NAME TO BE DELETED: _____

PARTICIPANT'S NAME TO BE ADDED: _____

(SIGNED) _____ Adviser

The signature above indicates that the member and adviser have complied with and understand the Guidelines for this event and this student has not entered this event before.

SUBSTITUTED PARTICIPANT'S PERSONAL DATA

SCHOOL ADDRESS _____

SCHOOL PHONE _____

HOME ADDRESS _____

HOME PHONE _____

LIST EVENTS IN WHICH PARTICIPATED AT ALL PREVIOUS STATE and NATIONAL CONFERENCES

