## Instructions

## Chief Judge

1. Review the Time Record Sheet.
2. Complete the Time Disqualifications section of this form.

- Check "Yes" if there are time disqualifications.
- Check "No" if there are no time disqualifications.

3. Verify the counters' results.
4. Write the name of the third place, second place and first place winners next to the appropriate prompt in the Announcement section of the form.

## Contest Chair

1. Announce whether there are time disqualifications or not after reviewing the Time Disqualifications section of this form.
2. Review the speech contest rules about announcing results.

- In contests with three or more participants, a third-place winner, a second-place winner, and a first-place winner will be announced.
- In contests with less than three participants, a second-place winner (if applicable) and a first-place winner will be announced.

3. In accordance with speech contest rules, announce the results listed in the Announcement section of the form.

## Time Disqualifications

## Announcement

THIRD place winner $\qquad$

## SECOND place winner

$\qquad$

FIRST place winner $\qquad$

