

2020 MKSOTeen Contestant Checklist

Name: _____ **Local Title:** _____

This checklist is provided to assist you in tracking forms due to the Miss Kansas Organization. Deliver in hard-copy format to Candidate Orientation on March 28, 2020, excluding (*), unless otherwise noted. All documents should be submitted in the order of the checklist.

	Contestant Initials	Email/Mail Documents to
CONTRACT & SUPPORTING DOCUMENTATION Due March 28, 2020		
Contestant Contract -2 copies, completed & supporting documentation attached		Bring Hard Copy to Orientation
ADMINISTRATIVE FORMS All Due NO later than March 28, 2020 <small>*Please note on the individual forms the required signatures and format to print files.</small>		
Resume (2 copies)		Bring Hard Copy to Orientation
Platform (2 copies)		Bring Hard Copy to Orientation
*Titleholder Information Form (Google Form Submission by March 28, 2020)		Google Form Submission
*Photographer's Release - no notary required		mkoforms@gmail.com
*W-9 for Cash Awards Received - Contestant Signature required		mkoforms@gmail.com
*Release and Waiver - Contestant Signature Required, Parent/Guardian Signature Required		mkoforms@gmail.com
Official School Transcript (2 Copies Required, sealed, hard copy, bring to orientation)		Bring Hard Copy to Orientation
*Contestant Headshot - emailed to Jerry Polston by March 28, 2020		mkoforms@gmail.com
SCHOLARSHIP GROUP OF FORMS All Due May 1, 2020 to Miss Kansas PO Box 8611, Pratt, KS 67124 <small>*Please note on the individual applications the required documentation and signatures.</small>		
Teens in Action		N/A
PRODUCTION MANUAL GROUP OF FORMS Due NO later than March 20, 2020 <small>*All production forms are to be submitted electronically only</small>		
Form A-1 *Talent Music Reservation & Accompaniment Track (Music License Documentation Must Be Included)		mksoteen@misskansas.org
Form C *Talent Rehearsal Consent		mksoteen@misskansas.org
Form E *Musician/Engineer/Producer Producer Permission Release		mksoteen@misskansas.org
Form J *Talent Lyrics/Dialogue Submission		mksoteen@misskansas.org
OTHER FORMS DUE <small>*Please note on all forms the date and submission process PO Box 8611, Pratt KS. 67124</small>		
Salute Pages - email PDF pages to Marisa Gwinn, payment due to PO Box		marisaqwinn74@gmail.com
Badge Request Form - Mail payment & form to PO Box		N/A
Auction Item - submit at Miss Kansas Check-In		N/A
Show Us Your Shoes - submit at Miss Kansas Check-in		N/A
Incentive Awards: Centennial Club, CMN Hospitals Fundraising, Sunflower Mentoring		N/A