

# Sergeant-At-Arms Contest Script

This script will guide you through the steps necessary to begin the speech contest.

Review this document prior to the contest and be sure you are comfortable with all the information included.

You will need to bring the Contest Master's introduction.

To begin the contest, complete the following steps.

1. Proceed to the speaking area and call the Speech Contest to order.
2. If a flag is available at the contest, lead the pledge of allegiance.
3. Provide the audience with any necessary logistical information, including the location of the restrooms, where to go in case of an emergency, or any other features of the facility that the audience needs to know.
4. **State:** "These proceedings are designed to ensure that we run a fair contest and that each contestant is given a level playing field on which to compete. The following announcements are made in the interest of having a distraction-free environment for our contestants."
  - a. Please place all cell phones or other devices that make audible noises either off or on silent.
  - b. No photography of the contestants is allowed during contestant speeches. There will be photo opportunities after the contest. Videotaping is allowed only if the contestant and the Contest Chair have given their approval in advance.
  - c. Once the contest has begun, members of the audience are asked to refrain from leaving and/or re-entering the room. If you must leave, please do so during the times of silence between contestant speeches. No one will be permitted to enter the room during a contestant's speech."
5. Introduce the Contest Master.