



MAD ANGEL ENTERTAINMENT AND KC SUNSHINE ENTERTAINMENT

The Official Gay America Esquire Handbook

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The Official Gay America Esquire Handbook

The handbook provides the rules, regulations, and guidelines for the Gay America Esquire division of America pageantry system (collectively hereinafter “GAE,” unless otherwise specified). It emphasizes the importance of adherence to these standards for maintaining fairness and professionalism. The handbook applies to all parties involved in all divisions of the system, with the primary difference between divisions being eligibility requirements. Any reference to the word crown will also apply to the medallion. Any reference to the word character applies to the onstage and/or drag persona. Any reference to administrative duties performed by Gay America Esquire (collectively herein after “GAE,” unless otherwise specified) within this handbook applies equally to state titleholders, who maintain the same authority and responsibilities over their respective circuits of city preliminary pageants (if applicable).

Gay America Esquire Responsibility Summary

The primary function of the GAE titleholder is to positively promote the official GAE pageant. The GAE titleholder is expected to behave in a professional manner both onstage and offstage and uphold the tradition of being a “Symbol of Excellence” which has been established by the brotherhood of GAE titleholders. As the responsibility of the GAE titleholder is in and of itself a full-time position with KC Sunshine Entertainment LLC it is understood that while reigning as the current GAE, the GAE titleholder acknowledges that the responsibility of promoting and entertaining on behalf of the official GAE Pageant is to be a priority and that all other opportunities for employment, whether now held or hereafter acquired, are subordinate to the daily functions and description of the GAE titleholder. The purpose of this responsibility description is to include but does limit the expectations from KC Sunshine Entertainment LLC , of the GAE titleholder. The expectations noted herein, are also expressed for the other titleholders, as they apply, of the GAE pageant system (including but not limited to city titleholders, state titleholders, regional titleholders, and other official representatives of preliminaries to the GAE pageant system).

GAE Eligibility Requirements:

- *A form of government issued photo identification (ID) will be verified at all pageant levels. This can be a driver's license, state ID, passport, and/or military ID.*
- *State and Regional residency requirements should be met and verified. Closed state and limited regional pageants require 90-day residency at the time of the state pageant. To verify residency, the following documentation may be utilized: utility bills, bank statements, lease agreements or official mail, tax documents (W-2, 1099), paystubs or voter registration. In the event these cannot be supplied please consult with KC Sunshine Entertainment LLC, for additional residency documentation. A contestant must be a resident of the state (meet the 90-day residency requirement) before they choose to enter a city preliminary. Example: If you plan to enter Gay Arkansas America Esquire, you must be a resident of the state for 90 days prior to the city prelim.*
- *Contestants must be 21 years of age to compete at any pageant level. There will be no exception to this rule.*
- *Contestants must be a legal United States resident having a valid tax ID or social security number for contract and tax purposes to work in the United States (US); US Green Cards or Visas must be valid beyond the full reign of the pageant year you are competing for. Promoters have the right to investigate the age or residency requirements as needed.*
- *Eligibility Requirements: GAE is a pageant dedicated to the diverse expression of masculinity. We welcome all individuals who identify as male, regardless of their sex assigned at birth. Contestants must identify as male. This includes both cisgender and transgender men. As GAE is not a male impersonation pageant, contestants are expected to live their daily lives as male and must be comfortable using he/him/his pronouns. We believe in inclusive representation. Therefore, GAE has no requirements regarding hormone therapy or gender-affirming surgeries. Furthermore, contestants are not required to provide government-issued identification reflecting their affirmed gender. However, government issued identification is still a requirement from the previous section of this handbook. We understand that identity is personal and sometimes complex. If you have any questions regarding your eligibility, please reach out to the National Office or the reigning GAE for confidential guidance.*
- *Any contestant found to be willfully untruthful about their criminal status will be permanently removed from eligibility within the system. A contestant who successfully completed felony probation, or whose criminal case is dismissed, will be eligible to enter. Verification of criminal status may be checked. A contestant who is currently in open criminal proceedings for a felony, currently on felony probation, or is in current retribution for a crime, will be denied entry as a contestant into any preliminary of the Official GAE pageant.*
- *Once a contestant has qualified for GAE, including first alternate (1st alt.) they may not compete in another preliminary that year/season for a state or regional title to GAE.*
- *A Promoter may prohibit a person from competing in a preliminary for any reason with explanation. This can be due to negative reputation, prior issues as a contestant, or inappropriate conduct.*
- *Any contestant who has qualified or has the intention to qualify, during the current pageant season, to any city, state, or regional preliminary may not judge any preliminary that season. Previously, a former state titleholder could judge a city preliminary for the state pageant in which they are a former titleholder. This is no longer the case as a potential contestant does not need to judge a potential person that they may compete against on any level.*

Recompeting for a Title:

- **General Rule:** *Winning a title typically bars you from re-entering that specific competition.*
- **Regional Titles (New Ownership):** *You may re-compete for a preliminary title if the pageant is under new ownership and at least two years have passed since your win.*
- **City Titles:** *You may re-compete for a city title after two years regardless of ownership, provided you have not yet won the state title.*
- **State Titles:** *Once you win a state pageant (e.g., Gay Georgia America Esquire), you are permanently ineligible to compete for that specific state title again, regardless of time or ownership changes.*
- **National Titles:** *Winners of GAE are permanently barred from competing at any level of GAE again. However, if you have won GAE, as long as eligibility requirements are met you may compete for the other the Miss or Femme divisions.*
- **Inquiries:** *Contact KC Sunshine Entertainment LLC for further clarification.*

The National Board of Directors (Board):

- **Board Composition:** *The Board includes KC Sunshine Entertainment LLC, their appointed candidates, and the reigning GAE titleholder.*
- **Core Purpose:** *The board oversees compliance with all rules and regulations to ensure every preliminary serves the highest interests of the pageant system.*

Administrative Responsibilities of GAE (and State Titleholders):

GAE and representatives of KC Sunshine Entertainment LLC maintain full oversight and the authority to conduct on-site inquiries regarding any promoter or judge selected for a preliminary pageant. To ensure transparency and the integrity of the system, all official communications concerning preliminaries or contestants must include both the promoter and the board. All disputes will be resolved in a professional, orderly manner that prioritizes the best interests of both the preliminary and the national pageant. Furthermore, board members reserve the discretionary authority to disqualify any judge, contestant, or scorecard that fails to align with the official established criteria for any segment of the competition.

Code of Conduct Standards for Titleholders and 1st alt. positions:

By entering an official preliminary within the GAE system, all participants—including contestants, titleholders, judges, and promoters—commit to upholding the professional standards outlined in this handbook and all official communications from KC Sunshine Entertainment LLC. Representatives must always present themselves professionally, ensuring their conduct, wardrobe, and entertainment to epitomize the organization's excellence. This includes being mindful of alcohol intake and refraining from smoking while crowned, avoiding the use of profanity during official greetings, and never lecturing the audience. Furthermore, all parties must act with respect toward the GAE system, its board, and other pageant circuits. Altercations and demeaning behavior, including on social media, are strictly prohibited; instead, individuals are expected to resolve conflicts peacefully and act only as mediators when necessary. Failure to adhere to these standards, or causing substantial disruption to promoters and employers, may result in disciplinary action or the revocation of titles at the sole discretion of the board.

Communication:

To ensure efficient operations, all promoters and contestants must maintain a valid email address and a cellular phone capable of text messaging as their primary modes of communication. Promoters are required to submit all official materials—including flyers, images, and event dates—to KC Sunshine Entertainment LLC. electronically and must ensure their contact information remains current within the system. For administrative ease, the franchise agreement is readily available via the Promoter Portal. To maintain clear records, promoters should finalize all arrangements with entertainers, judges, and venues in writing. Additionally, a mandatory consultation between the promoter and GAE must be scheduled at least 30 days prior to any preliminary to review the agenda, scoring procedures, and run-of-show. Finally, the reigning GAE titleholder is required to maintain an active cellular phone and a professional email address (e.g., KCGAE2022@email.com) throughout their reign at their own expense to ensure consistent accessibility.

Social Media Policy:

All participants within the GAE system are expected to uphold the organization's reputation as a symbol of excellence by maintaining a culture of mutual respect toward the pageant, its participants, and KC Sunshine Entertainment LLC. While the organization does not actively police social media, titleholders and contestants are expected to conduct themselves with the highest degree of professionalism, whether in or out of character. This commitment to professional integrity includes avoiding public rants, refraining from online bullying, and ensuring one does not purposefully instigate unnecessary drama. Representatives should remain mindful of their digital footprint, as all posts and tagged imagery should reflect the dignified standards of the GAE brand.

Promotional Photography Requirements:

The winner and First Alternate (1st alt.) must provide a high-resolution promotional headshot (300+ DPI in JPG, PNG, or PDF format) for advertising purposes. We encourage artistic yet tasteful photography, preferably against a solid background and free of any watermarks or photo credits. Please note that only current titleholders may wear a medallion; if a 1st alt. held a previous title, they must be photographed

without one. When wearing the medallion, ensure the "Symbol of Excellence" faces the standard right position rather than being flipped to the left.

Appointed Contestants:

The GAE pageant does not permit appointments or representative spots at any level of competition. In closed state systems with city preliminaries, contestants must qualify as a winner or 1st alt. to advance to the state pageant. If a preliminary has only one contestant, that individual will be crowned the winner and receive the title along with all advertised prizes; however, they must still complete their full competition package to be scored and receive critiques. Promoters are prohibited from withholding any portion of the prize package or retaining the crown for the following year in these instances.

Honorary Titleholders:

The act of appointing honorary titleholders is strictly prohibited at all levels of pageantry. Promoters who wish to recognize an individual's efforts are instead encouraged to establish a "specially named award," such as a certificate, trophy, or plaque. Under no circumstances may a promoter purchase a standardized crown or medallion for these recognitions, as only KC Sunshine Entertainment LLC. may authorize exceptions to this rule on rare occasions.

Disqualification of Contestants, Potential contestants or affiliated parties:

Violation of any rules and regulations may result in immediate disqualification from the pageant at any level. KC Sunshine Entertainment LLC reserves the right to disqualify any contestant whose actions, or those of their affiliates, are deemed detrimental to the GAE system. While every attempt is made to investigate complaints with all appropriate parties, contestants may be suspended immediately if a credible source verifies a claim. Specifically, the use, sale, or distribution of illegal drugs or prohibited substances is strictly forbidden for all participants and their teams; this policy remains in effect for active titleholders year-round, regardless of local state laws. Furthermore, contestants are held responsible for the behavior of their associates, including dancers and assistants, and any disrespectful conduct or non-compliance may lead to point deductions, disciplinary action, or disqualification.

Suspension of Privilege to Compete:

GAE system is universally enforced across all levels and geographic circuits; a restriction in one division applies to all others, barring the individual from participating as a contestant, entertainer, or staff member. KC Sunshine Entertainment LLC maintains sole authority to lift these bans after consulting with involved promoters and also honors active suspensions from the USofA, Continental, and Entertainer of the Year pageantry systems. Standard penalties include a one-year suspension for resigning after qualifying or

missing a coronation, and a two-year suspension for unsportsmanlike conduct. All crowns, medallions and prizes must be returned to avoid a perpetual ban, while a third suspension may result in permanent disqualification from the pageant's system.

Revocation of a Titleholder, 1st alt. or remaining court:

KC Sunshine Entertainment LLC reserves the right to review the conduct of all titleholders and alternates across every level of competition. Any actions deemed detrimental to the GAE system—including illegal drug use, intoxication while representing a title, chronic tardiness, or failure to attend coronation and post-pageant photo sessions—may result in sanctions or title revocation. If a title is revoked, the individual must return all prize money and physical awards to the promoter or the LLC. If this occurs with less than six months remaining in the term, the next alternate does not have to accept the title with fear of consequence/ban. The formal revocation process involves a thorough investigation where promoters document the situation and allow all parties to address the allegations. KC Sunshine Entertainment LLC will then adjudicate the request and notify the promoter via email and phone. Once a decision is rendered, the affected party has 10 calendar days to file an appeal, after which the final ruling is binding.

Year of the Titleholder and Anniversaries:

Titles within the GAE system are dated for the year of the reigning GAE; for example, a contestant winning a city, state, or regional title in under GAE 2026 will be crowned as the 2026 titleholder. These titleholders then advance to compete for the national title of the subsequent year, meaning 2026 winners and alternates will vie for the 2027 crown/medallion. Anniversaries are celebrated according to the official calendar/advertised date, regardless of when the pageant occurred. For those who held titles during multi-year phases or the COVID-19 pandemic, such as "06-07" or "20-21," anniversaries are calculated from the first year of that designation. For example, 20-21 winners would celebrate on 2025, 2030 etc.

GAE Prize Package:

The GAE titleholder will receive a minimum cash award of \$5,000 from KC Sunshine Entertainment LLC, structured across their reign: \$1,000 is paid upon coronation and contract signing, followed by \$250 monthly installments from May through April. The final \$1,000 is disbursed on the final night of the subsequent national pageant as compensation for the official appearance week, though the LLC reserves the right to adjust this final amount based on disciplinary or expense issues during the reign. Additionally, the winner receives an initial photoshoot for official headshots and paid travel accommodations for the following year's national pageant, though this travel coverage applies exclusively to the titleholder. In addition to cash, the titleholder is awarded the official GAE crown, medallion, and lapel pin. Various other prizes may be provided by pageant sponsors and the official jeweler; however, while KC Sunshine Entertainment LLC will make every effort to facilitate these; they assume no liability if a third-party sponsor fails to fulfill their commitment.

General Rules and Regulations of the GAE System:

The GAE titleholder is responsible for upholding and enforcing all pageant rules and regulations across all preliminary levels to the best of their ability. This requires a thorough understanding of the GAE Handbook for Promoters, which serves as the evolving standard for the system. While the handbook provides comprehensive guidelines, it is recognized as a "work in progress" that may occasionally require a judgment call in "gray areas"; in such instances, the titleholder must consult with and advise KC Sunshine Entertainment LLC to ensure all decisions align with the organization's standards.

Appearances:

The GAE titleholder is required to attend all direct preliminaries, with exceptions made only for documented medical necessities, a family death, or other serious emergencies. Promoters are responsible for providing travel accommodations, including actual transportation costs and hotel stays, unless an alternative arrangement is approved by KC Sunshine Entertainment LLC. Regarding luggage, promoters must cover one checked bag for one-day events and two checked bags for pageants lasting two or more days; any additional baggage expenses are the responsibility of the titleholder.

Appearance compensation is strictly regulated, with the titleholder receiving no less than \$300.00 for the final night of each preliminary. Fees for other events, such as revue shows or preliminary competition nights, are negotiable between the promoter and the titleholder but must never fall below \$150.00 per day. In the event of a fee dispute, KC Sunshine Entertainment LLC reserves the right to mediate and settle the disagreement.

Attire/Personal Appearance:

General Image: *GAE must maintain a professional appearance at all times, whether in or out of character. Presentation must reflect "excellence," as KC Sunshine Entertainment LLC reserves the right to determine the acceptability of all attire.*

- **Out-of-Character Standards:**

- **Business Casual:** *Required for registration and Personal Interviews at a minimum.*
- **Official Branding:** *The official GAE lapel pin must be worn during all official non-character appearances.*

- **In-Character Wardrobe:**

- **Dress to Impress:** *Apparel for performances, "mingling," and observing competition should reflect the prestige of the "best of the best."*
- **Impeccable Maintenance:** *Wardrobe malfunctions—such as unkempt hair, wrinkled clothing, or scuffed shoes—are strictly unacceptable.*

- **Jewelry:** *Pieces must be clean and well maintained. A variety of jewelry is encouraged; AB stoned jewelry with gold plating is preferred to complement the crown/medallion.*
- **Crown & Medallion Protocol:**
 - **Usage:** *The crown/medallion must be worn for all public appearances, including ballads, mingling, event entrances, and while observing from the audience.*
 - **Exclusivity:** *Only National Esquire winners may wear a crown; regional, state, or city winners are prohibited from wearing crowns even if gifted.*
 - **Restrictions:** *Hair jewelry and hair accessories (including hats) are strictly prohibited while wearing the crown.*
- **Character Requirements & Grooming:**
 - *Please ensure to follow and respect any local laws regarding what can and cannot be done/worn in various venues.*
 - *Visible tattoos are permitted as personal expression unless deemed vulgar or racist, in which case they must be covered.*
 - *Dance belts are a required component of all performance attire.*
 - *Mid-chest areas(nipples), body areas below the waist and above the thighs should always be covered with full frontal and back coverage.*

The Crown:

GAE crown must be held in the highest regard and maintained in pristine condition throughout the titleholder's reign. It is a mandatory requirement that the crown be worn during all public appearances, including ballad performances, audience mingling, and while observing competitions; furthermore, the titleholder must ensure their hairstyle is complementary to the crown without obscuring it. While the crown is not required to be worn in transit due to vehicle height restrictions, it must be worn for the official entrance into any facility if the titleholder did not prepare on-site. To ensure longevity, the crown and medallion must be kept clean, and GAE national winners are required to use a protective carrying case during all travel to prevent damage.

No Smoking:

To maintain the high standards of professional conduct expected of a titleholder, the reigning GAE is strictly prohibited from smoking at any point during an event, including while performing, mingling, or observing the contest. If smoking becomes necessary, it must only occur in the privacy of a dressing room (where permitted) or in a designated area away from public view; this rule always applies, whether the titleholder is in character or out of the crown. Most importantly, there are no exceptions to the rule that the reigning GAE must never smoke while wearing the crown.

Travel Accommodations:

The GAE titleholder is responsible for personally coordinating all travel arrangements with promoters and any other parties requesting their presence for an appearance. Throughout the duration of their reign—defined as the period from their coronation until the crowning of their successor—KC Sunshine Entertainment LLC maintains the final authority to approve or deny any specific appearances or preliminary contest schedules. To ensure effective coordination, the titleholder must notify the organization of any bookings that are not officially sanctioned GAE events so they may be properly recorded on the official event calendar.

Other Responsibilities:

As the reigning GAE, your responsibilities under KC Sunshine Entertainment LLC are categorized into administrative compliance, promotional duties, and pageant oversight as follows:

Administrative & Professional Conduct

- **Conflict Resolution:** *Inform the executive office of all issues involving the Board ; all complaints must be submitted in a typed format for official mediation.*
- **Publicity Requirements:** *Provide a satisfactory Official Photograph wearing the crown within 30 days of coronation for system-wide promotional use.*
- **Communication Standards:** *Respond to all calls, texts, and emails within 24 hours, except in cases of medical or family emergencies.*
- **Sobriety:** *Maintain professional decorum by never becoming overly intoxicated while representing the title; the executive office reserves the right to define excessive consumption.*
- **Reporting:** *Submit post-pageant reports via the Promoter's Portal within seven days of any event.*

Promotion & Growth

- **Pageant Development:** *Collaborate on the creation, advertising, and execution of the national pageant theme and program advertising sales.*
- **System Expansion:** *Actively sell new preliminary franchises and motivate potential contestants to grow the system's base.*
- **Newsletter:** *Author a monthly newsletter due by the 25th of each month for publication on the 1st of the following month.*

- **Public Relations:** *Maintain a positive reputation on and off stage, showing consistent concern for the needs of promoters, contestants, and the audience.*

Preliminary Pageant Oversight

- **Logistics & Mingling:** *Arrive early to greet venue management and audience members to ensure accessibility and a smooth event flow.*
- **Contestant Support:** *Frequently consult with contestants to ensure their needs (such as dressing room requirements) are met.*
- **Judging & Observation:** *Observe all phases of competition—including personal interviews—from the judges' table to monitor for scoring irregularities or bias.*
- **Scoring Validation:** *Review and sign off on all score sheets (preliminary, sub-master, and master); ensure only approved electronic tabulation programs or manual processes are utilized.*
- **Orientation:** *Conduct thorough orientations for both contestants and judges at every preliminary, regardless of their prior experience in the system.*

Performance Standards

- **Professional Media:** *Ensure all performance music and video are professionally mixed prior to arrival; DJs are not responsible for mixing tracks on-site.*
- **Entertainment Value:** *Provide a variety of entertainment levels and fashion choices to maintain high production value for frequent supporters.*
- **Schedule Flexibility:** *While performances may be adjusted for time constraints at a promoter's request, the crown song must never be removed from the schedule.*

1st alt.

The 1st alt. at all pageant levels must be prepared to step into the titleholder's role should the winner be unable to fulfill their duties. While the 1st alt. maintains the right to decline this promotion without fear of ban or suspension, the title will then pass down the line of succession until accepted. If no contestant assumes the role, KC Sunshine Entertainment LLC reserves the authority to determine how the title will be represented. All alternates remain bound by the standard rules and regulations detailed in this handbook. Upon promotion, promoters are encouraged to provide a meaningful coronation experience, such as a dedicated ceremony, and are contractually obligated to remit any remaining cash prizes and appearance stipends to the new titleholder.

Double Crowning Pageants:

Double crowning is strictly prohibited; a single pageant event may not result in the crowning of two individuals for the same division. If a promoter manages multiple preliminary titles, these must be conducted as separate events. For instance, holding two GAE preliminaries simultaneously is forbidden; however, promoters are permitted to host different divisions, such as a GAE and a Femme pageant, within the same event.

Medallion Standardization:

All preliminary promoters must use the standardized medallion designated for their specific pageant level. The use of any alternative medallion is strictly prohibited; failure to comply will result in the titleholder being unrecognized by the system and disqualified from advancing to the next level of competition. The state/regional medallion franchise fee is \$550.00 and that also covers the cost of the medallion. All orders must be placed via the Promoter's Portal at least 30 days prior to the event, and medallions will be shipped only after all fees and invoices are paid in full.

Compensation and Travel Arrangements for GAE:

GAE is required to attend every day of a state or regional preliminary pageant that includes scored categories. For multi-day events, such as one featuring interview on day one and stage categories on day two, they must be present for the entire duration. Promoting franchises are responsible for compensating them at a mandatory minimum rate of \$300 for the final night and \$150 for each preliminary night; for instance, a three-day pageant would result in total appearance fees of \$600. Conversely, compensation for state titleholders overseeing city preliminaries remains negotiable and must be explicitly outlined within the specific City Preliminary Franchise Agreement to ensure all fees and prizes are transparently defined. Furthermore, promoters must cover all Travel and Lodging Expenses to and from the preliminary, including airfare, fuel, car rentals, and hotel accommodations. While the promoter covers the cost of checked luggage, GAE is expected to pack strategically: the promoter is responsible for one checked bag for single-day pageants and a maximum of two bags for events lasting two or more days. Any additional baggage costs are the responsibility of the titleholder. To ensure financial clarity, all travel arrangements and performance fees must be finalized between the promoter and GAE at least one month prior to the event.

Applications for Contestants:

Promoters are responsible for providing all contestants with a comprehensive application package that mirrors the most recent GAE Official Application. This package must include essential details such as the pageant dates, times, and location, as well as specific Category Descriptions and scheduling requirements for roll call. While Presentation is no longer a scored category, promoters should specify a simple look/color for all contestants to ensure a cohesive look. Furthermore, the package must clearly outline the Prize Package for all placements, including specific disbursement procedures and general contestant regulations. To ensure a professional and seamless competition, contestants are expected to be fully familiar with all rules and regulations prior to arrival; the most current guidelines are always available in the

Official GAE Handbook. Applications should ideally be submitted electronically to streamline the registration process. However, if a paper application is necessary, it must be completed legibly to avoid any administrative errors.

Orientation for Contestants

To ensure all participants are fully prepared, promoters must conduct a comprehensive registration and orientation session at the designated time and location. Attendance is mandatory for both contestants and the reigning GAE, who will provide essential verbal guidance, including personal testimony, category insights, and clarifications on pageant-specific rules. Promoters are further required to supply a Written Pageant Schedule that explicitly details all roll call requirements. Please note that punctuality is critical; any contestant arriving late to orientation, or a scheduled roll call will incur a one-point administrative deduction and will automatically become contestant number one.

Orientation for Judges:

Promoters are required to conduct a detailed orientation for the judging panel to ensure they are fully informed on every aspect of the preliminary pageant. The reigning GAE must be in attendance to assist with verbal instructions, providing personal testimony and clarity on Category Descriptions, scoring procedures, and professional etiquette. At this orientation, a Lead Judge must be designated before the first scored category begins. If a former GAE is on the panel, they automatically assume this role; otherwise, the succession falls to a Board Member. In cases where multiple former titleholders are present, the reigning GAE holds the final decision in selecting the Lead Judge in consultation with the promoter. To facilitate a professional environment, promoters should provide each judge with a comprehensive judge's book containing all necessary scorecards and worksheets, as well as a written event schedule. While the orientation is primarily for the panel, promoters may, at their discretion and time permits, allow contestants to listen to the proceedings to gain a better understanding of the Judging Criteria.

Categories of Competition:

To maintain national standards and ensure contestants are fully prepared for the GAE National Pageant, promoters of all city, state, and regional preliminaries must include all four core categories of competition: Personal Interview, Red Carpet Fashion, On-Stage Question, and Talent. This consistent structure guarantees that scoring remains uniform across the system. For multi-day pageants, the Personal Interview score is the only one that carries over to the final night. Conversely, the preliminary scores for Red carpet Fashion and Talent are dropped, requiring contestants to re-compete in those categories during the finals, followed by the On-Stage Question to determine the ultimate winner.

Contest Scores:

The pageant scoring system is structured around four primary categories, each further refined by four distinct sub-categories. To ensure a comprehensive evaluation, each category is weighted individually, collectively accounting for 100 percent of the overall pageant score. Following the competition, promoters

may release the breakdown of all sub-scores to the contestants for feedback and transparency. Additionally, the Official Results, including overall placement, category rankings, and total scores, will be posted publicly to maintain the integrity of the GAE scoring process.

Administrative Point Deductions:

Administrative point deductions are strictly reserved for official pageant leadership, including KC Sunshine Entertainment LLC, the reigning GAE, or the designated pageant promoters. While the Lead Judge is responsible for identifying potential infractions and alerting officials, the judging panel should generally refrain from issuing deductions, instead focusing on how violations impact the quality of a presentation based on Official Category Descriptions. Administrative penalties are typically applied in one-point increments per infraction after all percentages have been calculated. However, a significant five-point deduction is mandated if **ANY** liquid, powder, or substance reaches the stage's surface and creates a safety hazard or delay; this excludes minor debris like feathers or sequins that are easily cleared. No fire, or any type of pyrotechnics at whatsoever are allowed in any phase of completion. This will result in a zero for the category. No live animals are allowed in any phase of competition. This will result in a zero for the category. Furthermore, the GAE System maintains a zero-tolerance policy for cheating—defined as sabotage or gaining an unfair advantage—which results in an automatic score of zero for that category. For multi-day events, deductions earned during the preliminary stages apply only to those specific scores and do not carry over to the final night. Points may be deducted during any phase of the competition and are applied to the scoring period in which the violation occurred.

Regulated infractions include but not limited to:

Timing & Music

- Exceeding the 3-minute limit for talent set-up and/or the 2-minute takedown limit.
- Submitting talent music or video that exceeds the 6-minute performance limit.
- Submitting competition media that is not appropriately labeled.
- *Administrative & Deadlines*
 - Submitting an incomplete application or contestant questionnaire.
 - Missing the defined and published application deadline.
 - Tardiness for any scheduled event, including roll calls, registration, or orientations.
- *Opening Production*
 - Non-compliance with opening production requirements such as costume color, choreography, or staging.
- *Conduct & Content*
 - Excessive use of profanity: Content must be suitable for broadcast (radio/TV). Any questionable language requires prior approval from KC Sunshine Entertainment LLC.

- *Non-compliance with dressing room policies or directives from pageant officials (backstage managers, technicians, etc.).*
- *Disruptive behavior by a contestant or their direct team.*
- *Sportsmanship & Integrity*
 - *Poor sportsmanship, verbal abuse, or physical destruction of property/props will result in immediate disqualification.*

Competition Music and Video:

Contestants must submit competition music and video files in high-quality condition, following the specific delivery method determined by the promoter. To ensure technical accuracy, each file or flash drive should contain only one track and be clearly labeled with the contestant's stage name, category, and track title. It is highly recommended that contestants maintain a backup copy of all media on a separate flash drive for immediate use if needed. Please be aware that Administrative Point Deductions will be strictly applied for any media that is improperly labeled or received in poor condition.

Critiques Session:

The judges' critique session is designed as a professional forum for constructive criticism rather than a summary of compliments, ensuring every contestant receives the feedback necessary for growth. While attendance is mandatory for the winner and 1st alt. at all levels, the inclusion of the second alternate and remaining contestants is at the discretion of the promoter and GAE, depending on venue and travel constraints. Each session is moderated by the reigning GAE and is strictly limited to eight minutes per contestant. To maintain a focused environment, GAE may offer insights without overshadowing the judges' time, and scores are never disclosed during these discussions. To ensure transparency, all contestants will receive copies of their official judges' worksheets containing written comments. While formal critiques are time-bound, judges may choose to offer further "off-line" feedback at their personal discretion.

Contracts for Preliminary Pageant Titleholders:

Promoters are permitted to require their titleholders to sign a formal contract; however, these agreements must not exceed the scope or requirements established in the official GAE Job Description. To ensure complete transparency before the competition begins, a detailed description of responsibilities should be included in the application package and made available to all contestants.

Franchise Fees – Agreements / Renewals / Revocations:

Failure to renew or provide timely notification will result in the immediate reversion of ownership to KC Sunshine Entertainment LLC. In such instances, or should the company exercise its right to cancel or decline a renewal—with or without cause—a new promoter may be appointed to manage that state or regional franchise. Approved Methods of Payment for franchise fees include check, credit card, money

order, and PayPal. If a franchise is revoked after payment is finalized, a refund will be issued, minus a \$50 processing fee. Additionally, any preliminaries that are cancelled or delayed may only be postponed or rescheduled within the following pageant year.

Prize Package:

- *Package Structure & Advertising*
 - *Ensure the total prize package is less than the national prize amount; beyond this, promoters are encouraged to remain competitive with similar preliminaries.*
 - *Publicly advertise the full prize package, including the specific disbursement schedule and procedures, well in advance of the pageant.*
- *Travel & National Pageant Support*
 - *Specify exactly what is covered for hotel stays at Nationals (e.g., room charges, parking, taxes).*
 - *Guarantee that the winner and 1st alt. are provided their own individual rooms and are not required to share.*
 - *Provide a ticket to the National Pageant for qualified contestants. Any additional financial support beyond the advertised package is at the promoter's discretion.*
- *Awards & Regalia*
 - *Optional awards like jewelry or scepters may be included at the promoter's discretion.*
 - *Ensure any official sash features the complete title and year (e.g., Gay Georgia America Esquire 2026). No abbreviations.*
- *Contracts & Compliance*
 - *Complete the Prize Contract on the Promoter's Portal with the winner and 1st alt. immediately following the pageant.*
 - *Submit a fully executed copy of the prize agreement to KC Sunshine Entertainment LLC.*
 - *Note that KC Sunshine Entertainment LLC will only enforce the advertised prize package; any "above and beyond" verbal agreements are strictly between the promoter and the contestant.*

Advertisement:

Promoters are responsible for funding and executing comprehensive Pageant Advertising across print, web, and social media platforms. All promotional materials must prominently display the Official Preliminary logo and the KC Sunshine Entertainment LLC logo, which are available for download on the Promoter's Portal. To maintain brand standards, advertisements must focus on the reigning titleholders the relinquishing state or regional titleholder must receive top billing as the primary focal point, followed by the reigning GAE. Both titleholders must be pictured wearing their medallions (crown for national) in the traditional manner rather than holding them. Furthermore, it is strictly prohibited to display medallions from any other pageant system in any advertisement or official program. In addition to promotional materials, promoters must submit high-resolution images of their qualified contestants, featuring the titleholder with their face and eyes forward. Please note that if a contestant is competing as a 1st alt. from a previous city or regional title, they must not wear a medallion in their promotional program photo. Following these Marketing Guidelines ensures a professional and uniform appearance across the entire GAE system.

Gayamericaesquire.com:

Promoters are encouraged to showcase their events and Prize Packages on the official national website. To ensure maximum visibility and clarity for potential contestants, please include the venue address, event dates, start times, and direct contact information. Any necessary updates or modifications to your listing should be submitted via email to KC Sunshine Entertainment LLC. While we strive for prompt updates, please allow up to seven business days for changes to be reflected on the GAE Official Site.

Judging Panel:

The GAE pageant maintains a policy of confidentiality regarding the judging panel; judges are not publicly announced until the contestant orientation. The only exception to this rule occurs at the national level during the pre-pageant briefing. Promoters are required to submit the names and credentials of their proposed judges to KC Sunshine Entertainment LLC and the reigning GAE for approval at least 30 days prior to the event. National office reserves the right to disqualify any judge if their participation is deemed not in the best interest of the system. Furthermore, first-time promoters must appoint a Board Member, a former GAE, or a former Miss/Femme as their Lead Judge, unless an alternative is explicitly approved. Promoters hold sole responsibility for the conduct of their panel and must proactively avoid any conflicts of interest. To ensure a professional evaluation, promoters must provide each judge with a comprehensive Judge's Book containing category descriptions, point summaries, official score sheets, and the full pageant schedule. It is the promoter's duty to ensure the panel is thoroughly oriented with all GAE Rules and Regulations well before the competition begins.

Entertainers/Emcees/Formal Preliminary Pageant Titleholders:

Promoters are encouraged to prioritize their family of formers as emcees and special entertainment, specifically highlighting former National GAE, MGA, MGAF, and city/state/regional Gay America Esquire titleholders. While other entertainers may be utilized, they must be approved by KC Sunshine Entertainment LLC before any advertising, and they must be provided with the official Entertainment Regulations. Appropriate entertainment includes current and former titleholders of that specific preliminary, national formers, and Top 10 contestants from the most recent national pageant. If a current titleholder from another system is featured, they must be introduced first by their GAE System title. To maintain the brand's prestige, the use of crowns/medallions from other systems is strictly limited to titleholder walks and is prohibited at the judges' table or during award ceremonies. Only GAE crowns/medallions are permitted on stage during the final crowning unless an exception is granted. Furthermore, crown songs and performances are reserved exclusively for those in an America crown/ medallion. Promoters must always remain in full control of their event; the use of illegal drugs, excessive alcohol consumption, or inappropriate language is strictly prohibited. KC Sunshine Entertainment LLC reserves the ultimate right to refuse any entertainer's appearance to protect the integrity of the pageant system.

Emcee Book:

To ensure a professional production, all emcees must adhere to the GAE Regulations and focus on maintaining the pageant's momentum. Promoters should provide a structured Emcee Book to help manage the flow of the event:

- *Emcee Book Physical Requirements*
 - *Use a three-ring binder for easy page-turning.*
 - *Print all text in a large font size for readability in low-light environments.*
 - *Provide dedicated lighting at the emcee station.*
 - *Include a pen for marking completions or noting real-time changes.*
- *Organizational Tabs & Headings*
 - *Pageant Schedule: A complete timeline of the event.*
 - *Judges' Biographies: Professional introductions for the panel.*
 - *Red Carpet Fashion & On-Stage Question: Scripts and contestant details.*
 - *Talent: Performance descriptions and introductions.*
 - *Sponsors: Recognition of financial supporters.*
 - *Acknowledgements & Announcements: General house notes and thanks.*

- *Additional Information: Essential backup notes.*
- **Professional Conduct & Flow**
 - *Time Management: Progress the pageant as efficiently as possible to maintain high-energy production.*
 - *Visual Cues: Monitor the Lead Judge for official signals to continue the competition.*
 - *Regulation Compliance: Review Entertainer Regulations to understand all on- and off-stage requirements.*
 - *Awards Ceremony: Ensure all placements and awards are printed clearly and professionally to prevent errors during the final crowning.*

Food and Beverage Policy:

The emcee should not consume any alcohol while at the podium/stand. The emcee is to only have non-alcoholic beverages while performing official emcee duties. All beverages must be consumed using a straw. The emcee is to not take alcohol shots while at the podium or performing official emcee duties. The emcee is to not actively eat food while performing official emcee duties. The emcee may have small snacks/candy of sorts while not speaking/emceeing, such as while the contestant is in talent competition. Judges will only consume non-alcoholic beverages while at the judges table and no shots of any kind. Entertainers will not drink alcohol or take shots of any kind while entertaining in the event a spectator tips the entertainer with a shot. The titleholder is to only drink through a straw. While alcohol is permitted while not hosting or at the judge's table. Please be advised on your limits and be responsible.

Performance of GAE:

To ensure a balanced schedule, the reigning GAE will perform a minimum of twice during a preliminary pageant, provided that the event's timing permits. While they may choose to perform more than twice at their own discretion, this is not required to do so, as they must prioritize their essential administrative responsibilities throughout the competition. Promoters should carefully integrate their performances into the Pageant Lineup to allow sufficient time for these duties. On the final night of the preliminary, GAE should be formally introduced immediately following the opening production; while this is not required to speak on preliminary nights, they may do so if they wish. To conclude the event with prestige, GAE will close the final night's entertainment with an official Crown Number before the state/regional titleholder's final walk and the awards ceremony begins.

Multi-Day Pageants:

To maintain competitive integrity and scoring consistency, the GAE System dictates specific scheduling based on contestant volume. Pageants with 10 or fewer contestants are required to be one-day events, and

regional preliminaries are limited to a single day of competition unless an exception is granted by KC Sunshine Entertainment LLC. While multi-day formats are generally reserved for closed-state pageants, they may feature no more than a Top 10 competition on the final night. Furthermore, the number of finalists in a multi-day event may never exceed 50% of the total contestant pool; for example, a pageant with eight contestants is limited to a Top 4 finalist competition. Regardless of duration, all pageants must adhere to standard GAE Rules and Regulations and mirror the National Pageant Layout. This ensures that all contestants are properly prepared for the national stage, and that scoring remains uniform across the country.

Owners of multiple preliminaries / or interests in other pageants:

In the interest of equitable representation, promoters who hold multiple franchises are entitled to only one vote on any GAE Organization matter requiring a collective decision, regardless of the total number of preliminaries they own. Additionally, any promoter wishing to produce a contest for a different pageant system must submit a formal written notification to KC Sunshine Entertainment LLC. While the organization acknowledges outside interests, it is mandatory that the promoter's commitment and efforts toward their GAE Preliminaries remain at the highest professional standard to ensure the continued success of the franchise.

City Preliminary Pageants:

State promoters overseeing Closed-State Pageants are required to provide their city promoters with a comprehensive administrative package. This package must include the official Promoter Handbook, a formal franchise agreement, and a clear outline of the rules specific to the city preliminary. Additionally, promoters must provide a detailed list of titleholder responsibilities that mirror the standards of the National Titleholder Job Description. To maintain a proper chain of command, any questions or operational issues should be directed to the state promoter and state titleholder for resolution before escalating the matter to KC Sunshine Entertainment LLC or the reigning GAE.

State Pageants:

Promoters of Closed-State Pageants must ensure their state titleholders are fully prepared to oversee and administer city preliminaries with professional authority. This preparation includes a thorough mastery of all GAE Rules, specifically including emcee protocols and entertainment guidelines. Additionally, the state titleholder must be equipped to lead contestant orientations, providing essential briefings on the expectations for the state-level competition. Finally, it is the promoter's responsibility to verify that all Residency Requirements are strictly met for these closed-state events to maintain the integrity of the franchise.

Promoter and Promoter Responsibilities:

Promoters are expected to adhere to the following professional standards and contractual obligations:

- *System Knowledge & Excellence*
 - *Maintain a thorough familiarity with the current GAE rules and guidelines established by KC Sunshine Entertainment LLC.*
 - *Actively govern the rules and maintain a high standard of excellence within your franchise.*
- *Financial & Administrative Compliance*
 - *Pay all franchise fees in a timely manner. Note that preliminaries cannot be advertised until fees are paid in full.*
 - *Ensure all contract renewals are submitted by the required deadlines to avoid loss of franchise rights.*
- *Franchise Rights & Renewal*
 - *Acknowledge that KC Sunshine Entertainment LLC reserves the right to refuse, renew, or cancel a franchise agreement at any time, with or without cause.*
 - *Upon cancellation, the organization reserves the right to appoint a new promoter to that specific franchise.*
- *Grounds for Immediate Termination*
 - *Failure to abide by official pageant rules or the GAE Handbook.*
 - *Failure to arrange necessary travel or sufficient lodging for GAE.*
 - *Negative misrepresentation of the pageant brand or system.*
 - *Proven "fixing" of a contest or manipulation of judges' scores.*
 - *Failure to pay franchise fees or honor the advertised prize package.*
 - *Unauthorized transfer of the pageant franchise to another party without express written consent from KC Sunshine Entertainment LLC.*

Post-Pageant Report:

To ensure proper documentation and system growth, promoters are required to submit an official Promoter's Pageant Report through the promoter's portal within 10 days of the preliminary event. Simultaneously, the reigning GAE must submit a post-pageant report within the same 10-day window; these insights are vital for identifying areas where the organization can further support promoters and prepare future titleholders for success. Additionally, state and regional promoters are encouraged to utilize

their own reporting tools to monitor the performance and administrative health of their specific preliminary pageants.

Preliminary Information Form:

To ensure seamless communication and accurate inventory management, promoters are required to complete the Preliminary Information Form that is located on the portal's homepage each year. This vital update allows the organization to maintain direct contact with its partners and ensures the proper quantity of official crowns is ordered for the upcoming season.

Medallion Orders:

All city preliminary medallions must be ordered directly through the Official Website. Upon placing an order, an invoice will be generated, which may be settled via check or credit card; medallions will be shipped immediately once payment is confirmed. For State and Regional preliminaries, medallions are automatically prepared for shipment to your designated address as soon as your Franchise Fees have been paid in full.

On-Stage Question Procedures:

To ensure a professional and efficient production, all On-Stage Questions should be typed and placed in unsealed envelopes, allowing the emcee to retrieve them quickly without disrupting the show's flow. Each contestant should ideally be asked a unique question; however, if the same question is used for multiple participants, all contestants must be sequestered in a soundproof area prior to the category to maintain Competitive Integrity. During this time, promoters may collect cell phones and electronic devices from both contestants and dressers to ensure the question is not leaked. For events with a large field of competitors, promoters have the option to limit the On-Stage Question category to only the Top 10 or Top 5 finalists.

Scoring Procedures and Tabulation:

All preliminary promoters are required to use the GAE Scoring System provided by KC Sunshine Entertainment LLC, with no exceptions. While the system may be utilized in either a paper or electronic format, a physical paper backup must be prepared and ready for immediate use in the event of a technical failure. To ensure the highest level of integrity, the promoter must appoint a qualified, trustworthy tabulator who is already proficient with the scoring system prior to the day of the contest. Results are determined by calculating both points and the weighted percentages assigned to each category. Furthermore, the reigning GAE bears the responsibility of verifying the accuracy of all scores at state and regional preliminaries. All official score sheets must be made available to GAE, as well as to KC Sunshine Entertainment LLC and its board members, upon request. Once the results are finalized and verified, Master Scores may be released to both the contestants and the public for full transparency.

Tie Score:

In the event of a tie for the winner, court, or any finalist placement, the

Personal Interview score will serve as the primary tiebreaker. If contestants remain tied after the interview scores are compared, they must re-compete in the On-Stage Question category. If the same question is used for both participants, the waiting contestant must be sequestered to ensure their response remains original and unique. Every placement in the court—from the winner through the fourth alternate—must have a distinct numerical ranking; therefore, all ties within these positions must be broken.

For ties occurring during the cut from the preliminary rounds to the Top 10, the Personal Interview score will be used first to break the tie, followed by the Talent score if the scores are still identical. It is mandatory for promoters to report any ties and their specific resolutions to KC Sunshine Entertainment LLC to maintain official Scoring Integrity.

Time Management and Category Times for Competition:

To maintain a professional production and adhere to GAE Timing Standards, promoters must ensure the pageant flows efficiently by following these strict time limits:

- *Production & Venue Management*
 - *Book a reasonable amount of entertainment to prevent the show from dragging.*
 - *Coordinate with the venue to ensure the event concludes before local curfews or vacating deadlines.*
- *Interview & Critique Limits*
 - *Personal Interview: Limited to 8 minutes per contestant. The reigning GAE will provide a 1-minute warning at the 7-minute mark of the interview; the Lead Judge must look for this signal.*
 - *Critique Sessions: Limited to 8 minutes per contestant.*
- *On-Stage Category Timing*
 - *Red Carpet Fashion: Must be a minimum of 1.5 minutes and a maximum of 2 minutes per contestant.*
 - *Talent Performance: Limited to 6 minutes per contestant. Promoters are required to verify track lengths for compliance before the show.*
- *Backstage & Technical Limits*
 - *Talent Set-Up: Limited to 3 minutes.*
 - *Talent Tear-Down: Limited to 2 minutes.*
- *Penalties*
 - *Any time violations during the competition will result in official Administrative Point Deductions.*

GAE Category Descriptions

The GAE scoring system uses weighted percentages. Each judge awards a maximum of 100 points per category, which is split into four subcategories worth 25 points each.

Category Weighting

Each segment of the competition contributes a specific percentage to the final total:

- Talent: 40%
- Personal Interview: 30%
- Red Carpet Fashion: 20%
- On-Stage Question: 10%

Calculation Formula

The final score for any category is calculated by multiplying the total points from all judges by the category weight:

$$\text{Total Points} \times \text{Category Weight} = \text{Weighted Score}$$

Example: If there are five judges, the maximum possible score is **500 points**. If a contestant earns **493 points** in the Personal Interview (the 30% category), their weighted score is calculated as:

$$493 \times 0.30 = 147.9$$

Personal Interview

General Appearance	0-25
Personality	0-25
Ability to Communicate	0-25
Answer Content	0-25
Total	100 per judge

The Personal Interview is a professional, out-of-character evaluation designed to determine your effectiveness as a representative of the GAE system. During this eight-minute session, judges assess how you communicate, present your thoughts, and project a professional image.

Core Evaluation Categories

- **General Appearance:** Dress for a professional job interview. Points are awarded for a sharp, polished look and deducted for ill-fitting, wrinkled, or soiled clothing, scuffed shoes, and excessive jewelry.

- **Personality:** *Be sincere, conversational, and comfortable. Avoid being overbearing, timid, or sounding over-rehearsed. Let your true persona shine through without rambling or using nervous habits.*
- **Ability to Communicate:** *Judges look for confidence, proper enunciation, and good grammar. It is essential to maintain eye contact with the **entire panel**, not just the judge asking the question.*
- **Answer Content:** *While there are no "wrong" answers, honesty and administrative knowledge are key. Be prepared to answer detailed questions about pageant regulations and your own biography.*

Quick Tips for Success

- **The Biography:** *Keep your opening introduction brief; judges will use it as a springboard for deeper questions.*
- **Professionalism:** *Maintain a "sharp but average" appearance. Avoid overly trendy outfits that might distract from your message.*
- **Boundaries:** *Judges are instructed to avoid religious or political topics unless you introduce them.*
- **Preparation:** *Conduct mock interviews with a team to transform this "un-nerving" process into a confident, informative conversation.*

Red Carpet Fashion

<i>Suitability of Garment</i>	<i>0-25</i>
<i>Suitability of Accessories</i>	<i>0-25</i>
<i>Presentation</i>	<i>0-25</i>
<i>General Appearance</i>	<i>0-25</i>
<i>Total</i>	<i>100 per judge</i>

Red Carpet Fashion is the most elegant category of the pageant. Your attire must showcase your unique style, personality, and figure while strictly meeting the following standards:

Wardrobe Requirements

- **Aesthetic:** *Must be a stylish, classic, or current look that complements your figure.*

- **3-Piece Minimum:** *Must include one bottom (pants, shorts, kilt) and two top layers (shirt, vest, jacket).*
- **Item Exclusions:** *Shoes, accessories, ties, and bowties do not count toward the three required pieces.*
- **Style Selection:** *Traditional tuxedos, suits, and modern fashion-forward garments are equally acceptable.*
- **The Fit Warning:** *Outfits must properly fit your specific body type to avoid point deductions.*
- **Finalist Option:** *Top 10 finalists may change their entire wardrobe package for the final night.*

Garment Construction & Fit Standards

- **Garment Condition:** *All apparel and accessories must remain flawless, clean, and wrinkle-free.*
- **Garment Maintenance:** *Keeping the wardrobe in perfect condition is strictly the contestant's responsibility.*
- **Lining:** *Jackets and vests must be fully and appropriately lined unless deliberately designed otherwise.*
- **Fabric Transparency:** *See-through or sheer materials are forbidden unless they are an intentional design feature.*
- **Sleeve Length:** *Shirt and jacket sleeves must reach the wrist.*
- **Jacket Cuff:** *Jackets may sit up to one inch above the wrist to reveal the shirt cuff.*
- **Pants Hemline:** *Pants must have an even, symmetrical hem that hangs straight with no break or bunching.*
- **Garment Length:** *Standard hems must hit the top of the shoes or laces unless cut as a high-water style.*

Grooming, Jewelry & Accessories

- **Hairstyle:** *Any long, short, up-style, or down-style is permitted if it complements the overall look.*
- **Hair Accessories:** *Hats, hair jewelry, and headpieces are strongly discouraged due to subjective judging.*
- **Visible Tattoos:** *Tattoos may be visible if they are tasteful and complement the ensemble.*
- **Jewelry:** *Pieces must accessorize the outfit tastefully and must not overpower the look.*

- **Shoes:** Footwear must complement the garment and be completely free of scuffs or wear on toes and heels.

Stage Modeling & Presentation

- **Modeling Style:** Free-style presentation is allowed with no hand gesture restrictions. Be mindful that over usage of hand gesturing may be distracting and may not appeal to various types of judges.
- **Presentation Tone:** Contestants must maintain a strict mood of elegance and avoid over-the-top, aggressive modeling.
- **Stage Pattern:** Walk at a slow, easy pace to three floor points that form a triangle.
- **Pivot Execution:** At each point, execute a slow turn to the back, pause, and turn to the front.
- **Time Limit:** You must model your outfit on stage for exactly 1.5 to 2 minutes.

On-Stage Question

<i>Personality</i>	<i>0-25</i>
<i>Poise</i>	<i>0-25</i>
<i>Ability to Communicate</i>	<i>0-25</i>
<i>Answer Content</i>	<i>0-25</i>
<i>Total</i>	<i>100 per judge</i>

Core Evaluation Sub-Categories

- **Personality:** Judges look for confidence, honesty, and a genuine connection with the audience. Avoid sounding robotic—use vocal variety, passion, and enthusiasm to make even serious answers engaging.
- **Poise:** Your physical presence is critical. Stand with confident posture and maintain steady eye contact with both the judges and the audience. Points may be deducted for slouching, fidgeting, or visible signs of stage fright.
- **Ability to Communicate:** You are scored on both what you say and how you say it. Focus on clear enunciation, appropriate pacing, and polished grammar.
- **Answer Content:** Listen carefully and answer the specific questions asked without rambling on unrelated topics. While there are rarely "wrong" answers, judges reward authenticity and the ability to provide a structured, thoughtful response.

Preparation Tips

- **Emcee Experience:** The best way to overcome stage fright is to host shows as often as possible. Familiarity with a microphone and a crowd will prevent you from "freezing" during the competition.
- **Stay Informed:** Questions vary widely. While judges avoid religious or political topics, you should be well-versed in Current Events and System Regulations to handle any subject with ease.
- **Authenticity:** Be yourself. Judges are trained to detect "phony" or over-rehearsed answers; a sincere, passionate response will always score higher.

Talent

Showmanship and Set Design	0-25
Choreography	0-25
Quality	0-25
Originality and Entertainment Value	0-25
Total	100 per judge

Talent evaluates your ability to entertain, coordinate production, and maintain a professional stage presence. While high marks here are vital, consistent excellence across all categories is what ultimately crowns a winner.

Performance & Artistry

- **Execution:** Whether lip-syncing or performing live vocals, your performance must be believable. Judges look for perfect word completion and emotional sincerity.
- **Choreography:** Movement should flow naturally and be well-executed. If using dancers or actors, ensure they have strong chemistry with you and never outshine the lead contestant.
- **Entertainment Value:** Your presentation should evoke a specific emotion—laughter, sadness, or excitement. Avoid being repetitive or losing energy before the finale.

Production & Set Design

- **Purposeful Sets:** Judges score the quality, not the quantity, of your set. Every prop must be used and relevant to the theme; avoid "stage clutter."
- **Stability:** You are responsible for your set's integrity. Points will be deducted if props collapse or fail during the performance.
- **Costuming:** All attire—including that of your dancers—must be well-fitted, professional, and reflect on the mood of the piece.

Rules & Regulations

- **Timing Limits:**
 - **Performance:** Maximum **6 minutes**.
 - **Prop Set-up & Prop Tear-down:** 3 minutes set-up and 2-minute tear-down.
 - *Note: Exceeding these limits results in a 1-point administrative deduction per infraction.*
- **Media Submission:** Provide high-quality audio/video via the promoter's preferred method (USB, Email, etc.) Ensure your talent track is the only item on the media and always carry a backup.
- **Accountability:** You are responsible for your team. Mistakes made by dancers or assistants will result in point deductions for the contestant.

Strategic Advice

- *While large productions are common, a high-quality solo performance can be just as successful if it sustains judge scrutiny.*
- **Final Night:** *Top 10 finalists may change their talent package for the final night if desired.*
- **Detail Oriented:** *Review every small detail, from "drag droppings" on stage to offensive language in music mixes, as cumulative deductions can cost you the title.*

Score Sheet Instructions/Score Sheet Manual Tabulation Instructions

Promoters may employ third-party tabulation software only if the program mirrors official scoring procedures and has been formally approved by KC Sunshine Entertainment LLC. For larger preliminary pageants, GAE provides a dedicated tabulation program upon request to facilitate the process. Regardless of the method used, GAE maintains ultimate oversight to ensure all scoring adheres strictly to the official instructions provided below.

- **Mirror Scores:** *Copy all sub-category scores and totals from your Worksheet to the official Score Sheet exactly.*
- **Detailed Feedback:** *Provide thorough, constructive comments on your Worksheet for the contestant's critique.*
- **Subject to Audit:** *Your Worksheets may be reviewed at any time by the Promoter, GAE, or KC Sunshine Entertainment LLC.*
- **Individual Category Sheets:** *Use one sheet per judge, per category.*
 - **Check Sub-totals:** *Ensure no sub-category score exceeds its limit (e.g., max 25 for Suitability).*
 - **Check Total:** *Ensure the total for the category doesn't exceed the max (e.g., max 100 for Red Carpet Fashion).*
- **Category Sub-Master Sheet:** *Transfer each judge's total for that category here.*
 - **Verify Sums:** *Ensure the combined score of all judges doesn't exceed the category max multiplied by the number of judges (e.g., 100 points x 5 judges = 500 max).*
- **Master Score Sheet:** *Transfer the final sum of all judges' scores here.*
 - **Final Verification:** *Ensure the grand total for the entire pageant doesn't exceed the total possible points multiplied by the number of judges (e.g., 400 total points x 5 judges = 2000 max).*

To ensure a fair and accurate contest, follow these essential scoring protocols:

- **Confidentiality:** *Tabulators must keep all results strictly confidential. Scores are only discussed post-pageant by judges and the reigning GAE.*
- **Signatures & Validation:**
 - *Every score sheet must be signed and dated by the Judge, the Tabulator, and the reigning GAE (as the Second Party Verifier).*
- **Accuracy & Corrections:**
 - *Any score changes must be initialed by both the Lead judge and the judge who made the error.*
 - *If a score is questioned, cross-reference it with the Judges Worksheet and comments for justification.*
- **Monitoring for Bias:**
 - *Review sheets for "outlier" scores (e.g., one judge scoring significantly higher or lower than the rest).*
 - *Judges must justify unusual scores; if they cannot, their scores may be discarded, and the judge may be removed from the panel.*
- **Administrative Deductions:** *Communicate all point deductions to the tabulator and post a list of these deductions with the Master Score Sheet at the end of the night.*
- **Efficiency:**
 - *Begin tabulation immediately after each category (or contestant group) finishes.*
 - *For large pageants, use split score sheets or request the Official Automated Tabulation Program from KC Sunshine Entertainment LLC.*
- **Judge Management:** *Address general issues with the group but handle specific judging concerns privately with the promoter or a National Representative.*

Promoter's Pre-Pageant Checklist

Financials & Franchise

- **Budget Audit:** *Verify a positive cash flow including fees, advertising, venue, entertainment, and prizes.*

- **Franchise Logistics:** *Ensure the Franchise Agreement is signed, accepted, and paid to the KC Sunshine Entertainment LLC..*
- **Scheduling:** *Confirm pageant dates with the reigning titleholder and the KC Sunshine Entertainment LLC..*
- **Internal Documents:** *Distribute specific agreements and handbooks to city promoters (for closed state pageants).*

Promotion & Communication

- **Web Updates:** *Send all preliminary details to the KC Sunshine Entertainment LLC. for the GAE website.*
- **Marketing Plan:** *Finalize advertising (posters, flyers, mass email, radio, or social media).*
- **Registration:** *Set and advertise a reasonable registration deadline (ideally within 10 days of the event).*

Staff & Regulations

- **Handbook Review:** *Read the current Promoters Handbook and ensure staff understand all regulations.*
- **Judges' Liaison:** *Appoint a staff member to manage judge requirements and hospitality.*

Entertainment & Programming

- **Booking:** *Secure entertainers and formers as detailed in the handbook.*
- **Approvals:** *Obtain KC Sunshine Entertainment LLC. approval for any entertainment exceptions.*
- **Briefing:** *Remind performers of the Entertainer Requirements (e.g., ballad restrictions).*
- **Agenda Timing:** *Clock the show to ensure a reasonable length.*
- **Tabulation Buffer:** *Limit performances at the start of the show to ensure enough numbers remain at the end for score validation and "crown song" prep.*

Judges' Management

- **Selection:** *Recruit a diverse panel and secure alternates for last-minute cancellations.*

- **Reporting:** *Submit your list of judges to the KC Sunshine Entertainment LLC. in advance.*
- **Orientation:** *Provide scoring procedures, etiquette guidelines, and critique expectations before the contest.*
- **Judges' Books:** *Prepare binders for each judge containing:*
 - *Score Sheets & Worksheets*
 - *Category Descriptions*
 - *Pageant Schedule*
 - *Scoring Correction Procedures*

Contestant Application Package Checklist

- **Official Application:** *Use the customized electronic version from the handbook (provide hard copies only upon request).*
- **Logistics & Venue:** *Include host hotel details, contest location, and a stage diagram with dimensions.*
- **Event Schedule:** *List the full itinerary, including mandatory roll-call times and locations.*
- **Competition Details:** *Define all categories, sub-category scoring, pageant theme, and opening production requirements.*
- **Awards & Contracts:** *Detail the prize package and include the winner/1st alt. contracts (ensure requirements align with the GAE Job Description).*
- **Policies:** *Clearly state the dressing room policy, the formal wear requirement for coronation, and provide the Contestant Release Form.*
- **Financials:** *Specify the entry fee amount, deadline, and accepted payment methods.*
- **Eligibility & Extras:** *Explain the validation process for contestant eligibility and provide rules for optional contests (e.g., Photogenic).*

Final Countdown Checklist

Digital & Print

- **Website Info:** *Submit all pageant details and prize packages to the KC Sunshine Entertainment LLC. at least 30 days prior.*
- **Souvenir Program:** *Finalize the budget, gather photos, sell ads, and confirm printing deadlines.*

Awards & Logistics

- **Hardware:** *Order trophies and plaques early. Ensure the official medallion is received from the KC Sunshine Entertainment LLC..*
- **Music & Timing:** *Assign a staff member to verify music tracks (6-min Talent) and time prop setups.*
- **Stage Prep:** *Arrange rehearsal times, prepare on-stage/tie-breaker questions, and ensure a "stage broom" is ready for "drag droppings."*

Safety & Compliance

- **Eligibility:** *Check the **Suspended Contestant Registry** on the Promoter's Portal to vet entrants and staff.*
- **Administrative Points:** *Designate one person to track all point deductions for the final master sheet.*

Staffing & Assignments

- **Liaisons:** *Appoint supervisors for contestant dressing rooms, entertainer hospitality, and stage entry/exit assistance.*
- **Passes:** *Prepare ID badges/passes for media, staff, contestants, and dancers.*
- **VIP Care:** *Assign a staff member to handle transportation for the reigning **GAE**.*

Scoring & Tabulation

- **Tabulator Meeting:** *Ensure your tabulator meets with the reigning GAE before the show to sync on the Official Tabulation Process.*

Closed-State Promoter Checklist

- **Distribute Handbooks:** *Provide your city and metropolitan promoters with the official handbook. Ensure they follow your state regulations.*
- **Sign Franchise Agreements:** *Execute a formal Franchise Agreement with every local promoter.*
- **No Unauthorized Changes:** *You may customize the names of these documents for your state, but you cannot change any regulations without KC Sunshine Entertainment LLC. approval.*

Judges Panel Checklist

Selection & Personnel

- **Panel Size:** *Secure 5 judges for state/regional pageants or 3 judges for city preliminaries.*
- *A member of the national board or a former national titleholder from any division may serve as the Lead Judge; confirm their availability early.*
- **Alternates:** *Recruit backup judges to handle last-minute cancellations.*
- **Liaison:** *Assign a staff member to provide judges with water and lighting (strictly **no alcohol**).*

Orientation & Training

- **Advance Prep:** *Send category descriptions, scoring procedures, schedules, and dress code to judges well before the event.*
- **On-Site Meeting:** *Schedule a formal orientation. Ensure the reigning GAE and your current titleholder attend.*
- **Etiquette:** *Appoint someone to monitor judging behavior and ensure professional conduct throughout the night.*

Competition Procedures

- **Personal Interview:** *Decide the questioning format (random vs. seating order) and assign a runner to collect score sheets.*
- **Critique Strategy:** *Plan the critique session to be **constructive**, not just praise.*
 - *Tip: Have one judge lead a category while others add unique points to avoid repetition.*

Tabulator Checklist

- **Hiring:** *Secure a qualified tabulator and ensure they are trained on official scoring, signing, and Correction Procedures.*
- **Efficiency:** *Instruct the tabulator to work **during the show**. Scores should be processed as each category ends, rather than waiting until the finale.*
- **Split Sheets:** *For large groups (5+ contestants), use two score sheets per category so the tabulator can start on the first half immediately.*
- **Communication:** *The tabulator must report any scoring errors or irregularities to the **Promoter** immediately.*
- **Confidentiality:** *Results are **strictly private**. Scores may only be discussed with the Promoter and the reigning GAE.*

Registration & Orientation Checklist

- **Contestant Numbers:** *Define the drawing procedure. For closed-state pageants, have a backup plan ready if some qualified contestants fail to register.*
- **Judges' Orientation:** *Assign a lead (either the Promoter or the reigning GAE) to conduct the meeting. The reigning GAE **must** be present.*
- **Contestant Orientation:** *Assign a lead for registration and orientation. The reigning GAE **must** be present to address the contestants.*
- **Logistics:** *Plan the full daily schedule, including specific blocks for **talent rehearsals**.*
- **Hospitality:** *Determine if refreshments or snacks will be provided during the registration process.*

Execution & Management

- **Punctuality & Flow:** *Make every effort to start on time. Monitor the schedule closely to ensure the reigning GAE has sufficient time to validate scores and prepare for their performances.*
- **Active Monitoring:** *Supervise dressing rooms, contestant conduct, and entertainer behavior. Ensure judges maintain professional etiquette throughout the night.*
- *Facilitate the reigning GAE's needs so they can engage with the audience, observe the contestants, and perform at their best.*

- **Decision-Making:** Advise the national titleholder of any major decisions. Always prioritize the integrity of your preliminary and the GAE System.
- **Awards & Critique:**
 - Confirm the award presenters for the coronation ceremony.
 - Announce the critique location and review expectations with the judges to ensure feedback is constructive and professional.
- **Hospitality:** Continuously check in with contestants, judges, and entertainers to ensure all reasonable needs are met.
- **Transparency:** Designate a staff member to post multiple copies of the Master Score Sheet immediately following the contest for contestant review.

Post-Pageant & National Representation Guide

Immediate Post-Show Protocol

- **Full Disclosure:** Publicly display the **Master Score Sheet** alongside the **Administrative Point Deduction Summary** for total transparency.
- **Constructive Critiques:** Direct contestants to the designated critique area. Ensure judges are present to provide professional, actionable feedback.
- **Compliance:** File your Official Promoter's Pageant Report with the **KC Sunshine Entertainment LLC.** within 7 business days.
- **Professional Courtesy:** Send formal notes of gratitude to your judges, entertainers, and contestants to maintain positive industry relationships.

Road to Nationals: Mentorship & Logistics

- **Strategic Mentorship:** Actively guide your Winner and 1st alt.. Schedule **weekly check-ins** to monitor their progress and offer expert advice for the GAE national stage.
- **Marketing Assets:** Secure high-resolution photography immediately. Submit winning portraits to the KC Sunshine Entertainment LLC. and draft your **National Program Ad** according to official specifications. (Note: Ensure 1st alt. photos are crown/medallion-free).
- **Logistics & Prizes:** Confirm all prize package elements—including host hotel bookings—are finalized and communicated to your royalty.

- **Hands-On Support:** *Plan to attend Nationals personally. Your presence offers vital emotional and logistical support that goes beyond financial sponsorship.*

Sustaining the System: Post-National Follow-Up

- **Recognition:** *Celebrate your representatives' achievements at the national level, regardless of the final placement.*
- **Debrief & Retention:** *If they do not capture the national title, conduct a "national-level critique." Encourage them—and your 1st alt.—to return to your preliminary, as they are now seasoned, high-value competitors.*
- **The Cycle Continues:** *Use the momentum and feedback from the national stage to begin planning and improving your next preliminary season.*

Dressing Room Policies & Conduct

To maintain a professional environment, all contestants, assistants, and promoters must strictly adhere to the following regulations. Contestants are held fully accountable for the conduct of their assistants, dancers, and support staff. Violations will result in administrative point deductions or immediate disqualification.

- **Smoke-Free Environment:** *Smoking is strictly prohibited in all dressing room areas.*
- **Assistant Limits:** *Only one (1) assistant per contestant is permitted in the dressing room at any time. For finals night of the national contest you are allowed 2 assistants.*
- **Credential System:** *One (1) dressing room pass will be issued per contestant to be shared among their team. If an assistant is found without a pass, or if a team uses multiple passes, all dressing room privileges will **be revoked**.*
- **Talent Cast Protocol:** *Dancers and actors may only enter the dressing room two (2) contestants prior to their performance (e.g., when Contestant #6 is on stage, Contestant #8's dancers may enter). All cast members must vacate the room immediately following their performance.*
- **Prohibited Items:** *No beverages of any kind—including water—are allowed in the dressing rooms.*
- **Room Supervision:** *An assigned **Dressing Room Monitor** has full authority over the space. They may escort any individual out at their discretion to ensure safety and order.*
- **Station Setup:** *While basic mirrors are provided at each station, contestants and entertainers are permitted to bring their own mirrors if desired.*

Any specific variations to these rules must be clearly communicated to all contestants during registration.

GAE: Recommended Preliminary Schedule

- **Overture**
- **Opening Number & Introduction of the Reigning Preliminary Titleholder**
- **Parade of Contestants**
- **Introduction of Former Preliminary Titleholders** (*in descending order, e.g., 2006, 2005, 2004*)
- **Presentation of the Reigning GAE** (*Official Greeting/Remarks*)
- **Announcement of the Panel of Judges**
- **Entertainment Selection** (*Standard Set*)
- **Entertainment: Featured Performance by the Reigning GAE**
- **Entertainment Selection** (*Standard Set Continued*)
- **Entertainment Selection** (*Transition Set*)
- **Red Carpet Fashion & On-Stage Question Competition**
- **Entertainment Selection** (*Transition Set*)
- **Talent Competition**
- **Entertainment Selection** (*Final Set*)
- **The Crown Song: Featured Performance by the Reigning GAE**
- **Farewell Performance of the Reigning Preliminary Titleholder**
- **Awards & Coronation Ceremony**

This recommended schedule is designed to optimize the efficiency of the preliminary competition, ensuring contestants have adequate preparation time and the reigning GAE has sufficient opportunity to fulfill their official duties. For pageants with more than six contestants, we recommend utilizing split score sheets for the final category; by providing the first half of the results to the tabulators while the remaining contestants perform, you can streamline the finalization process and minimize backstage stress. Furthermore, this schedule serves as a comprehensive Performance List for your sound and technical staff, providing a reliable cross-reference to verify that all performance music is correctly labeled and ready for playback.

Contestant Registration & Orientation Agenda Checklist

Introductions & Staffing

- **Roll Call:** *Confirm attendance of all registered contestants.*
- **Key Speakers:** *Introduce the Promoter, the reigning preliminary titleholder, and the reigning GAE.*
- **Staff Identification:** *Introduce the production team (badges must be visible).*
- **Problem Resolution:** *Direct all issues to the Promoter or the designated Backstage Liaison.*

Legal & Documentation

- **Release Forms:** *Review the Contestant Release Form and the Performer/Dancer Release.*
- **Contracts:** *Discuss expectations and contracts for the winner and 1st alt..*
- **Administrative Points:** *Review point deductions (1 point per infraction; 100 points for stage-damaging substances like liquids/powders).*

Venue & Logistics

- **Credentialing:** *Distribute contestant badges. Ensure all dressers and staff have official passes.*
- **Access & Admission:** *Verify dresser/dancer admission fees and dressing room entry times.*
- **Facility Tour:** *Walk through the venue and point out clearly marked dressing room doors.*
- **Policies:** *Enforce the strictly smoke-free and alcohol-free dressing room policy.*

GAE Judges Orientation Agenda

Welcome & Introductions

- *Meet the judging panel, the reigning titleholder, and the Promoter.*
- *Identify the Lead judge as your primary contact for issues or timing.*

Etiquette & Identification

- **Badges:** *Must be always worn to maintain professional distance from contestants.*
- **Focus:** *Do not look down to take notes during live performances; keep your eyes on the stage.*
- **Integrity:** *Review KC Sunshine Entertainment LLC. pageant system regulations for titleholder expectations.*

Category Guidelines

- *Detailed review of criteria for Personal Interview, Red Carpet Fashion, On-Stage Question, and Talent.*

Scoring Procedures

1. *Use block-style numbers to ensure handwriting is perfectly legible.*
2. *Math is checked by auditors, but ensure your totals are accurate.*
3. *Score exactly as you feel; do not round numbers unless necessary.*
4. *Maintain consistency: Apply the same point deductions (e.g., for missing beads) to every contestant.*
5. *Grade the first contestant with the same rigor as the final contestant.*
6. *Fold completed sheets in half; only the Promoter or a designee may collect them.*
7. *Ensure your Worksheet scores match the final Score Sheet.*

Execution & Penalties

- **Penalize all details:** *Do not let mistakes go unnoted.*
- **Pacing:** *Do not let the Emcee rush you. The Lead judge will signal the Emcee when the panel is ready to proceed.*
- **Corrections:** *Follow official procedures for any score changes.*

Judges' Guidelines

- **Scoring:** *Winners are chosen by cumulative points. Judge only the performance currently in front of you, regardless of past history.*
- **Critique Sessions:**
 - *Limited strictly to 8 minutes per contestant*
 - *One judge leads each category; others should only contribute unique, additional feedback.*
 - *Late contestants forfeit their critique.*
- **Professional Conduct:**
 - *Maintain a unified front regarding final rankings.*
 - *Keep all scoring and discussions strictly confidential; do not discuss results with anyone after the pageant.*

- *Stay accessible to contestants for further feedback after the event concludes.*
- **Logistics & Etiquette:**
 - *Arrive exactly at the designated call time.*
 - *Turn off all cell phones during competition phases.*
 - *Maintain professional etiquette if attending the Revue Show.*