Script for District 19 Club Speech Exhibition/Contest

***2025 CONTEST CYCLE***



***This is a guideline for proper protocol. The contest chair is free to make adjustments and additions as needed and appropriate as long as the general protocol is followed. The Chair should be familiar with the Rule Book; some parts here are dictated procedure.***



*Contest Sgt. at Arms: Calls Contest to order, introduces contest chair*

*Remember to review pronunciation of contestant names and dignitary names.*

**PRELIMINARIES:**

CONTEST CHAIR: "Thank you, M/M Sgt at Arms \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. .

Good morning/afternoon/evening, most welcome guests, honored dignitaries, fellow Toastmasters*… (add any additional comments)*

*[OPTIONAL]* For the Thought of the Day / Pledge please welcome \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_."

"We have some Dignitaries in our audience that we would be happy to recognize immediately following our exhibition. At this time, we would like to officially welcome you to our event and thank you for attending. [due to dignitaries competing, this is done at the end; so that, no biases are in motion.]

*[OPTIONAL] At this point, or another point in the conference, introduce the educational program speaker/title of the presentation.*

**CONTEST #1: TABLE TOPICS CONTEST**

"The first contest is the **Table Topics Contest**. Earlier, contestants drew lots to determine their speaking order. The order of the contestants will be…"

#1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

#2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

#3 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

#4 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

#5 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

*(Repeat and clarify spellings if needed)*

"For a review of the rules of the Table Topics Contest, please welcome Chief Judge \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_."

*(****Chief Judge reads the Chief Judge's statement****)*

***(Chief Judge's Statement)***

M/M Contest Chair, Guests and Fellow Toastmasters:

As Chief Judge of this contest, I certify that contest personnel and contestants have been fully briefed as to their duties and responsibilities for this contest. At this time, I ask our Chief Timer to explain the timing procedure and have a final check of the timing lights.

***(Timers' Statement).***

*Timing will begin with the contestant’s first definite verbal or non-verbal communication with the audience. Speech length is 1 to 2 minutes. A speaker is disqualified for speaking less than 1 minutes or more than 2 minutes and 30 seconds. The green light will turn on at 1 minutes, the yellow at 1 and a half minutes, and the red at 2 minutes and remain on. No signal will be given when time exceeds 2 ½ minutes. An extra 30 seconds is allowed if there is a failure of the timing light. Red, yellow and green cards will replace the timing lights if there is a technical failure. M/M Chief Judge.*

Thank you, M/M Chief Timer. There will be one minute of silence between contestants for judges to mark their ballots. No one will be allowed to enter or leave the room while a contestant is performing. Entrance/exit from the room will only be allowed during the one-minute period of silence. Please do not disturb the judges’ deliberations and marking of their ballots. No flash photography is allowed during the contest itself. Please disable or set to silent (not vibrate) any cell phones or other devices so they do not interrupt the contestants.

Protests are limited to eligibility, originality, and reference to another contestant or another contestant’s speech and must only be lodged by voting judges and/or contestants. Any protest

must be lodged with the chief judge and/or contest chair prior to the contest being adjourned. M/M Contest Chair, we are in order.

"Thank you, Chief Judge \_\_\_\_\_\_\_\_\_.

After your introduction, proceed immediately to the speaking area and say, “Thank you, Contest Chair.” When the contest chair responds, “You’re welcome,” begin your speech.

[Rulebook instructions: To ensure that each contestant’s audiovisual equipment is functional, each contestant must say, “Thank you, Contest Chair,” after being introduced.

a. If the audiovisual equipment is functional, the contest chair will respond, You’re welcome.”

b. If the audiovisual equipment is not functional, the contest chair will notify the contestant and pause the contest to allow for the appropriate corrections.

c. When the appropriate corrections have been made, the contest chair reintroduces the contestant.]

Any questions? If not, let the contest begin!

Hand the contestant a copy of the table topic and read it out loud to them, **twice**. Repeat this for each contestant. Each contestant will answer the same question.

Contestant #1, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

"Timer, please time one minute of silence."

Contestant #2, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

"Timer, please time one minute of silence."

Contestant #3, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

"Timer, please time one minute of silence."

Contestant #4, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

"Timer, please time one minute of silence."

Contestant #5, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

"Timer, please time one minute of silence."

"Judges, please complete your ballots and hold them up for the ballots counters to collect.

Chief Judge, do you have all the ballots and timers’ reports?"

*(After the Chief Judge and Ballots counter are out of the room, announce…)*

"Contestants, please come back up for short interviews."

*(Contestants appearing in the upcoming International Speech Contest should NOT be interviewed at this point)*

*(Use Biography Sheet and at the END of the interview give him/her the Certificate of Participation)*

"Next up is the International Speech Contest. But before that, let's take a \_\_\_\_\_\_ minute break. Please return to your seats by \_\_\_\_\_\_\_\_\_\_\_\_ "

**CONTEST #2: (The International Speech Contest)**

"Welcome back! We are now ready for the International Speech Contest. For this contest, all contestants may remain in the room.

Earlier the contestants drew lots to determine their speaking order. The order of the contestants will be:

#1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

#2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

*(Repeat and clarify spellings if needed)*

"For a review of the rules of the International Speech Contest, please welcome Chief Judge \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_."

*(****Chief Judge reads the Chief Judge's statement****)*

**CHIEF JUDGE**: M/M Contest Chair, Guests and Fellow Toastmasters:

As Chief Judge of this contest, I certify that contest personnel and contestants have been fully briefed as to their duties and responsibilities for this contest. At this time, I ask our Chief Timer to explain the timing procedure and have a final check of the timing lights.

**CHIEF TIMER:** *Timing will begin with the contestant’s first definite verbal or non-verbal communication with the audience. Speech length is 5 to 7 minutes. A speaker is disqualified for speaking less than 4 minutes 30 seconds or more than 7 minutes and 30 seconds. The green light will turn on at 5 minutes, the yellow at 6 minutes, and the red at 7 minutes and remain on. No signal will be given when time exceeds 7½ minutes. An extra 30 seconds is allowed if there is a failure of the timing light. Red, yellow and green cards will replace the timing lights if there is a technical failure. M/M Chief Judge.*

**CHIEF JUDGE:** Thank you, M/M Chief Timer. There will be one minute of silence between contestants for the judges to mark their ballots. No one will be allowed to enter or leave the room while a contestant is performing. Entrance/exit from the room will only be allowed during the one-minute period of silence. Please do not disturb the judges’ deliberations and marking of their ballots. No flash photography is allowed during the contest itself. Please disable or set to silent (not vibrate) any cell phones or other devices so they do not interrupt the contestants.

Protests are limited to eligibility, originality, and reference to another contestant or another contestant’s speech and must only be lodged by voting judges and/or contestants. Any protest

must be lodged with the chief judge and/or contest chair prior to the contest being adjourned. M/M Contest Chair, we are in order.

**Contest Chair**: "Thank you, Chief Judge \_\_\_\_\_\_\_\_\_.

After your introduction, proceed immediately to the speaking area and say, “Thank you, Contest Chair.” When the contest chair responds, “You’re welcome,” begin your speech.

[Rulebook instructions: To ensure that each contestant’s audiovisual equipment is functional, each contestant must say, “Thank you, Contest Chair,” after being introduced.

a. If the audiovisual equipment is functional, the contest chair will respond, You’re welcome.”

b. If the audiovisual equipment is not functional, the contest chair will notify the contestant and pause the contest to allow for the appropriate corrections.

c. When the appropriate corrections have been made, the contest chair reintroduces the contestant.]

Any questions? If not, let the contest begin!"

Contestant #1, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

*(Title of Speech) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,*

*(Repeat Title of Speech) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,*

*(Repeat First and Last Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.*

"Timer, please time one minute of silence."

Contestant #2, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

*(First and Last Name Only, No Professional Title, Club Affiliations or TM Rankings)*

*(Title of Speech) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,*

*(Repeat Title of Speech) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,*

*(Repeat First and Last Name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.*

"Timer, please time one minute of silence."

"Judges, please complete your ballots and hold them up for the ballots counters to collect.

“Chief Judge, do you have all the ballots and timer’s reports?

*(After the Chief Judge and Ballots counter are out of the room, announce…)*

"Contestants, please come back up for short interviews."

*(Use Biography Sheet and at the END of the interview give him/her the Certificate of Participation)*

**CONTEST CONCLUSION**

Now that our contest is concluding and biases will not be factored in the decision-making process, we would like to introduce our esteemed dignitaries…"

*(This list is in the order they should be introduced. If any past officers are competing, they should not be recognized until after the contest to avoid possible judging bias):*

|  |  |
| --- | --- |
| International President or other International officer. |  |
| International Director |  |
| Region Advisor |  |
| District 19 Director |  |
| Visiting District Director(s) |  |
| District 19 Program Quality Director |  |
| District 19 Club Growth Director |  |
| Division Director(s) |  |
| Past International Directors |  |
| Past District Director(s) |  |
| District 19 Public Relations Manager |  |
| District 19 Administration Manager |  |
| District 19 Finance Manager |  |
| Any other District Officers |  |
| Area Director(s) |  |
| Assistant Area Director(s) |  |
| Club Presidents (past and present) |  |
| *Others, as desired* |  |

"Before we announce the contest results, please welcome *(Highest-ranking District Officer present) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,* who will tell us about some upcoming events."

*(IF this contest is for the DISTRICT Championship, announce that the results will be revealed at that night's banquet, then close the contest after appropriate thank yous. Club, Area and Division Contests, proceed as follows)*

*(Invite District Officer to assist in handing out trophies/certificates/awards)*

"The results of the \_\_\_\_\_\_\_\_\_ Contest and International Speech Contest have been given to me.

Second place is a very important position. If for any reason the first place winner cannot compete in the \_\_\_\_\_\_\_\_\_\_ contest on \_\_\_\_\_\_\_\_\_\_\_, the second place winner can compete.

First, the results of the <Tall Tales/Table Topics/Evaluation/Humorous Speech> Contest.

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

*(Full Name)*

Third place winner, <Tall Tales/Table Topics/Evaluation/Humorous>, is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*(Full Name)*

Second place winner, <Tall Tales/Table Topics/Evaluation/Humorous>, is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*(Full Name)*

First place winner, <Tall Tales/Table Topics/Evaluation/Humorous>, is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*(Full Name)*

And now, the winners of the International Speech Contest …

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

Third place winner, International Speech Contest, is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*(Full Name)*

Second place winner, International Speech Contest, is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*(Full Name)*

First place winner, International Speech Contest, is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*(Full Name)*

Thank you everyone for making today a success! I want to thank the contestants for giving a great effort today. *(Lead applause)*

There are some important people I would like to thank:

*(adapt as appropriate for your contest)*

Chief Judge\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Judges: *(Thank them as a group, but do* ***not*** *identify them individually)*

Sgt. At Arms \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Paper Wrangler \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Chief Timer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Assistant Timer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Ballot counters \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Names and TM Rank)*

Registration Table \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Refreshments \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

Calligrapher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

<Others as Needed>\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*(Name and TM Rank)*

I hope to see you all at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(*the next contest; area, division or District 19, and location)*

*(Adjourn)*