

***NOTE:*** Attach Rubics and Guidelines after this page.

[Name of event]

Competition Information

[ONE PARAGRAPH DESCRIPTION] **EX:** The following competitions are open to all firms participating in the [Name of event]. Guidelines and rubrics are available on the Portal and in this packet. Please pay close attention to submission deadlines and the document formats that entries must be submitted in. If the correct format is not followed, submissions will not be judged. Once your firm has uploaded their competition submissions, you will receive an email confirming receipt of submissions.

**City, State**

**Date(s)**

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| **Competitions** | |
| **Pre-Submission Competitions** | **Day-of Competitions** |
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| *You must indicate your intent to participate in pre-submission and day-of competitions when registering for your trade show booth on the Portal. For pre-submission competitions, you will be provided with details to upload your entries.* | |

**To register/submit, follow the registration link within Portal / Trade Shows.**

**Deadline:** [Date] at [Time] EST/ [Time] CST