

Miss Gay America FEM (v1.0.07202023)
Pageant Regulation Handbook

Miss Gay America FEM Responsibility Summary

The primary function of The Miss Gay America FEM titleholder is to positively promote the official Miss Gay America FEM pageant. The Miss Gay America FEM 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 sisterhood of Miss Gay America titleholders. As the responsibility of The Miss Gay America FEM titleholder is in and of itself a full time position with Mad Angel Entertainment, it is understood that while reigning as the current Miss Gay America FEM, the Miss Gay America FEM titleholder acknowledges that the responsibility of promoting and entertaining on behalf of the official Miss Gay America FEM Pageant is to be a priority and that all other opportunities for employment, whether now held or hereafter acquired, is subordinate to the daily functions and description of The Miss Gay America FEM titleholder. The purpose of this responsibility description is to include but does not limit the expectations from Mad Angel Entertainment, of the Miss Gay America FEM titleholder. The expectations noted herein, is also expressed for the other titleholders, as they apply, of the Miss Gay America FEM pageant system (including but not limited to city titleholders, state titleholders, regional titleholders, and other official representatives of preliminaries to the Miss Gay America FEM pageant system).

Eligibility (Contestants) Requirements:

1. Photo ID should be verified at all pageant levels.
 - a. State and Regional residency requirements should be met and verified.
 - i. Closed states and limited regional pageants require 90-day residency at the time of the state pageant. Driver’s license, lease agreement, or billing statements, or utility bills.)
2. A contestant can qualify for a city pageant if they are a resident for 90 days prior to the state or limited regional pageant.
 - a. Contestants must be 21 years of age to compete at any pageant level.
 - b. Contestant must be a legal United States resident.
 - i. Have a valid tax id or social security number for contract and tax purposes to work in the United States.
 - ii. Green cards or Visas must be valid beyond the full reign of the pageant year you are competing for.
 - c. Promoters have the right to investigate the age or residency requirement as needed.
3. Contestants must identify as a cis gender woman or trans woman.
4. Any Contestant found to be willfully untruthful about their criminal status will be permanently removed from eligibility within the system.
5. 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.

6. 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 Miss Gay America FEM Pageant.
7. Once a contestant has qualified for Miss Gay America FEM, including first alternate they may not compete in another preliminary that year for a state or regional title to Miss Gay America FEM.
8. A Promoter may prohibit a person from competing in a preliminary pageant for any reason with explanation. This can be due to negative reputation, prior issues as a contestant, or inappropriate conduct.
10. Any contestant who has qualified or has intention to qualify, during the current pageant season, to any city, state, or regional preliminary may not judge any preliminary that season.
 - a. The exception is a former state titleholder may judge a city preliminary for the state pageant in which she is a former titleholder.

Advisory Board:

1. The MGA Advisory Board is comprised of Mad Angel Entertainment and the reigning titleholders for the current year.
2. The role of the MGA Advisory Board is to ensure that the rules and regulations are adhered to and that each preliminary is conducted to be in the best interest of the MGA Pageant System.
3. First time promoters are required to use a current Advisory Board member as their lead judge. You may also use a former Miss Gay America or Miss Gay America FEM, or any qualified person approved by the national office.

Administrative Responsibilities of Miss Gay America FEM (and State Titleholders):

1. Miss Gay America FEM or representatives of Mad Angel Entertainment will have full oversight and on the spot questioning of the Promoter(s) and Judge chosen for the preliminary pageant.
2. All questions and problems will be settled in an orderly fashion in the best interest of the preliminary as well as the National Pageant.
3. All parties including the promoter and national office will be included on any communication regarding a preliminary or contestant.
4. Miss Gay America FEM or a representative of Mad Angel Entertainment may, at their discretion, disqualify a judge or contestant including disqualification of any score sheet that does not parallel the criteria used for judging or competing in any segment of competition.

Code of Conduct Standards for Titleholders and First Alternate positions:

1. By entering any official preliminary of the Miss Gay America FEM pageant system, all involved (e.g., contestants, titleholders, dancers, dressers, judges, promoters, and

formers, etc....) must agree to follow the Standards of Conduct within this handbook or any other communication sent from the National office. The National office has the right to discipline or revoke the title of a Titleholder if the conduct does not meet the standard of the National office.

- a. Present themselves professionally both on-stage and off-stage.
- b. Never demean the Miss Gay America FEM pageant, National office, or City, State, or Regional Preliminary.
- c. Never demean or disrespectful to another pageant system or it's contestants.
- d. Do not cause substantial problems for promoters or people who hire you to perform.
- e. Never become intoxicated while representing their respective title.
- f. Do not smoke while wearing your crown, try to do this in a private place.
- g. Do not participate in any type of argument or altercation, except as a mediator, while representing your title.
- h. Attempt to solve problems with promoters, contestants, or titleholders in a peaceful manner.
- i. Never lecture the audience.
- j. Provide quality entertainment that epitomizes the standards of the Miss Gay America FEM organization.

Communication:

1. All Promoters and Contestants should have email as a primary source of communication.
2. Promoters are required to communicate with the National office electronically, including flyers, Titleholder pictures, and dates.
3. Promoters are responsible for making sure their contact information is up to date with the national office. This can be done in the promoter's form on the portal.
4. The Franchise Agreement from the national office will be sent out to promoters by November 1 of each year.
5. Promoters should make all arrangements with entertainers, judges, and venues in writing (email), so they have a communication trail.
6. Promoter and Miss Gay America FEM should schedule a phone call at least two (2) weeks prior to a preliminary to review the promoter checklist, judges, and any other information that may be helpful.
7. The Miss Gay America FEM titleholder agrees to keep a valid cellular telephone number in service during the year of her reign. The expense of the valid cellular telephone shall not be compensated by Mad Angel Entertainment.
8. The Miss Gay America FEM titleholder agrees to have a valid email address within seven (7) days of being crowned as Miss Gay America FEM and keep it active for entire reign. The email address should correlate the address with the title (example: SusiesmithMGAF2025@aol.com)

Social Media Policy:

1. We expect all involved with Miss Gay America FEM to be respectful of the pageant system including the national office.
2. You are competing to represent a symbol of excellence. You should portray that by being respectful to everyone.
 - a. Avoid public rants.
 - b. Avoid on-line bullying.
 - c. Do not purposefully cause un-necessary drama.
3. We do not police social media, but we expect you to be a professional. Be mindful of your posts or pictures you are posted in (mostly when in your crown and representing the title)

Promotional Photography Requirements:

1. The winner and first alternate are required to provide a current promotional headshot for advertising purposes.
2. All digital pictures should be at least 300 DPI and in JPG, PNG, or PDF format.
3. Headshots are preferred to be with a solid background.
4. Headshots pose should have at least one “face forward” and “eyes forward” photo.
5. We encourage people to be artistic but tasteful.
6. Only titleholders in the current pageant year should be photographed with a crown. If your first alternate held a state or regional title in a previous year, they should not have a crown on in their current headshot.
7. For the yearly program please request that no photo credits be placed on the images. You may advertise on your website or social media photo credits.

Appointed Contestants:

1. The Miss Gay America FEM pageant does not permit appointments for competition at any level.
2. All positions for the national pageant must be earned through competing at a State or Regional pageant. Except for when the national office accepts applications such as the first pageant.
3. Closed state pageants with city preliminaries must be earned through competing at the city level to move forward.

Honorary Titleholders:

1. The act of appointing Honorary Titleholders is prohibited.
2. If a Promoter desires to acknowledge efforts of a certain individual, they are encouraged to establish a “specially named award” to recognize that individual.
3. Promoters may not purchase a standardized crown for any person they choose to recognize. They are encouraged to use a certificate, trophy, or plaque as the award.

4. Mad Angel Entertainment will make exceptions in rare occasions.

Disqualification of Contestants:

1. Violation(s) of any rules and regulations may disqualify the contestant from participation in the Official Miss Gay America FEM Pageant.
2. The national office reserves the right to disqualify contestants if their actions, or action of their affiliates are deemed not in the best interest of the Miss Gay America FEM pageant system.
3. Any filed complaints will be documented and investigated by the national office with all appropriate parties.
4. While every attempt to investigate claims against a contestant prior to acting, if a credible source verifies a claim, especially during the national competition a contestant may be disqualified or suspended immediately.
5. The use of, dispensing of, or selling of any illicit drug will not be tolerated while a contestant (or entertainer) is participating in any capacity in the Miss Gay America FEM Pageant system. Immediate disqualification will result for those found to be in violation. This would include anyone associated with the contestant (dresser, dancer, etc....).
6. Contestants are responsible for the behavior of their associates (dressers, dancers, assistants). Non-compliance will result in disqualification or disciplinary action including point deductions.
7. Actions deemed disrespectful or demeaning to the Miss Gay America FEM pageant system may be disqualified.

Suspension of Privilege to Compete:

1. Suspensions and bans in the Miss Gay America FEM pageant system are followed at all cities, state, regional, and national levels.
2. Mad Angel Entertainment can over-ride or lift a suspension.
 - a. If the contestant is suspended or banned at a city, state, or regional level Mad Angel Entertainment will consult with the promoter and people involved in whatever situation caused the ban before lifting it.
3. Justification for suspension of privilege to compete and the length of time includes but not limited to:
 - a. Qualified contestant resigns or fails to compete at the next level of competition. 1-year suspension.
 - b. Failure to appear on stage for the coronation ceremony of a particular contest. 1-year suspension.
 - c. Un-sportsman like conduct. 2-year suspension
 - d. Contestants suspended 3 times may be permanently banned from competing in the future or until the board lifts the ban.
4. If a contestant is banned after qualifying all prize moneys and physical prizes must be returned to the promoter who awarded them.

5. Miss Gay America FEM pageant system will respect any ban from Miss Gay USofA and Miss Gay Continental pageant systems whereby when notified, such suspensions will carry forward to the Miss Gay America FEM pageant system unless otherwise approved by the national office.

Revocation of a Titleholder and or First Alternate (State/Regional):

1. Mad Angel Entertainment reserves the right to review the actions of all City, State, and regional titleholders and first alternates.
2. If actions are found to be detrimental or harming to the Miss Gay America FEM Pageant system, sanctions may be applied.
3. Any titleholder or first alternate of any level will be required to pay back all prize money and return any physical prizes to the promoter or national office if a title is revoked.
4. Protocol for revocation:
 - a. Promoters should gather as much information and document the situation leading to the revocation.
 - b. All parties involved will be able to speak to the allegations of the revocation.
 - c. The national office including Mad Angel Entertainment and Miss Gay America FEM will adjudicate the revocation request.
 - d. The decision will be sent via email and phone call to the promoter as to document the situation.
 - e. A time limit of 10 calendar days will be allowed for the purpose of appealing the revocation decision.
 - f. Once a decision of the appeal has been made it will be final.
5. If there is less than 6 months remaining the next alternate in line will move up a position to replace the person that has been removed.
6. Reasons for revocation include but are not limited to:
 - a. Using or dispensing illegal drugs.
 - b. Are intoxicated while representing their respective title.
 - c. Is tardy or absent from officially sanctioned pageant events.
 - d. If, after having competed is not present for coronation and photos after a preliminary.

Year of the Titleholder:

1. City State and Regional titleholders will be dated for that year. So, if you compete in Jan-Dec 2025 your title will be Miss Gay "Regional name" America FEM 2025.
2. All State and Regional Titleholders will compete for the national title of the following year. So, 2025 contestants will compete for the 2026 Miss Gay America FEM pageant.

MGAF Prize Package:

1. Compensation - The Miss Gay America FEM titleholder shall receive, from Mad Angel Entertainment, at minimum, the cash sum of \$10,000 payable as follows (this does not include other prizes that may be provided):
 - a. \$2, 000.00 shall be paid after the coronation and at the signing of the contract by and between Mad Angel Entertainment and the newly crowned Miss Gay America.
 - b. \$500.00 per month for 11 months (February thru December)
 - c. \$2,500.00 on the final night of the next Miss Gay America FEM pageant. (This is the compensation for appearance during the week of The Miss Gay America FEM titleholder pageant). The amount of the final disbursement shall be at the discretion of Mad Angel Entertainment in consideration of any disciplinary or other expense issues that occur during the reign of the Miss Gay America FEM titleholder.
 - d. Reasonable “photographer sitting fees” for the official Miss Gay America FEM photos. The sitting fee must be approved by Mad Angel Entertainment prior to the photo session and is estimated to be near \$300.00.
 - e. Travel accommodations of The Miss Gay America FEM titleholder, for next The Miss Gay America FEM national pageant will be paid by the national office and is estimated to be near \$1750.00 (including airfare, as necessary and hotel)
 - f. The Miss Gay America FEM titleholder will also receive various jewelry, including the official Miss Gay America FEM scepter, MGAF necklace, MGAF earrings, Miss Gay America FEM lapel pin, Miss Gay America FEM crown (all of which is valued to be approximately \$5,000)
 - g. Various other prizes, including that as sponsored by the official jeweler, if any, may be presented from various pageant sponsors and supporters however if sponsors may not follow through with their commitment, Mad Angel Entertainment, although efforts will be made otherwise, assumes no liability in ensuring that certain prizes guaranteed by sponsors come to fruition. Estimated value of approximately \$8,500.

General Rules and Regulations of the Miss Gay America FEM System.

1. The Miss Gay America FEM titleholder will uphold and enforce all rules and regulations of the official Miss Gay America FEM pageant and its preliminaries, to the best of her ability.
2. The Miss Gay America FEM titleholder will review and become familiar with all rules and regulations of the Miss Gay America FEM pageant system, as detailed in the Miss Gay America FEM Handbook for Promoters, to ensure that all rules and regulations are followed. It is understood that the handbook will most always be a “work in progress” and that the handbook includes but is not limited to all the rules and regulations of the Miss Gay America FEM system. From time to time, a “judgment call”, regarding a “gray area” may be required, however Mad Angel Entertainment shall be advised of all happenings, either addressed in the handbook or that considered to be a “gray area”, that warrants a “judgment call”.

Appearances:

1. The Miss Gay America FEM titleholder shall be required to attend all direct preliminaries to the Miss Gay America FEM pageant. (There are no excused absences)
2. Appearance compensation for The Miss Gay America FEM titleholder is to be no less than \$300.00 per final night of each preliminary contest. The other evenings of the preliminary including Revue Show and Preliminary Competition shall be negotiable between the promoter and The Miss Gay America FEM titleholder, but in no event, shall be less than \$150.00 per day. Mad Angel Entertainment reserves the right to settle any disagreement of appearance compensation between the promoter and The Miss Gay America FEM titleholder.
3. Travel accommodations including actual travel cost (i.e., transportation expenses and luggage transfer) and hotel shall be paid by the promoter, unless otherwise agreed to by the Miss Gay America FEM titleholder and approved by Mad Angel Entertainment.

Attire/Personal Appearance: (for the purpose of this section the word "Character" will be used when referring to your drag persona.

1. The appearance of The Miss Gay America FEM titleholder shall be always professional, in or out of performance character. As the eyes of the country will always be focused on the Miss Gay America FEM, the appearance should be always nothing short of "excellence". Mad Angel Entertainment reserves right to determine what is acceptable attire.
2. Dress at the preliminaries should be always professional including registration and Personal Interview. Apparel for registration and Personal Interview is expected to be "business casual", at minimum, regardless of the circumstance. The wardrobe should be always professional and neat in appearance. The official Miss Gay America FEM lapel pin, provided by Mad Angel Entertainment should be worn, while out of character, during any official appearance, of Miss Gay America FEM or Miss Gay America.
3. Apparel for performances, observing the pageant competition and "mingling" should be "dress to impress". Since the Miss Gay America FEM titleholder is deemed to be, the "best of the best", your wardrobe should reflect the prestige associated with the title.
4. Miss Gay America FEM is expected to wear the crown, during preliminaries and for other appearances, while reigning as Miss Gay America FEM. The crown should be worn during public appearances such as during ballad performances, mingling in the audience, entrance into any event and observing competition while sitting in the audience.
5. Jewelry should be impeccable...including properly cleaned/maintained. Miss Gay America FEM is encouraged to wear jewelry (while wearing the crown), that compliments the crown...that is, to wear jewelry that is "AB stoned" and has "gold plated" backing... Miss Gay America FEM may want to add variety to the jewelry

selection while wearing the crown (that is, to sometimes wear jewelry other than the official Miss Gay America FEM necklace and earrings) however attention to detail is what separates Miss Gay America FEM titleholders from others...

6. Wardrobe malfunction is not acceptable. The Miss Gay America FEM titleholder should be certain that there is sufficient time to prepare to appear in public and should not have any wardrobe malfunction including but not limited to runs/snags/tears in hosiery, breast pads (or other pads) visible, snags, holes or tears in costumes, un-kept hair, hairlines showing, “campy” makeup, earrings and other accessory falling off, undergarment lines or ridges, scuffed shoes or wrinkled clothing. Attire should not be ill fitted at any time. Mad Angel Entertainment reserves the right to declare what is inappropriate and unacceptable.
7. Appropriate padding should be worn including breast pads and hip pads. While it is recognized that some costumes, particularly those that are of a “high cut” may not warrant hip pads however, these costumes should be approved, in advance, by Mad Angel Entertainment.
8. False fingernails should be always worn, during any public appearance, while in “character” attire.
 - a. Hosiery should be always worn, during any public appearance, while in female attire.
 - b. Tattoos must be covered, and not be seen.
 - c. Miss Gay America FEM is prohibited from wearing “hair jewelry” while wearing the crown.
 - d. Miss Gay America FEM is expected to arrive at each event/preliminary pageant in full “Character” attire, including wearing the crown. (An exception would be that if Miss Gay America FEM completely prepares for the event/preliminary pageant, at the location of the pageant.... that is, Miss Gay America FEM should not arrive at an event/preliminary pageant location half prepared, such as in face and gym clothes).

The Crown:

1. The crown should be held in the highest regard, always.
2. While traveling, Miss Gay America FEM should ensure that a protective carrying case is used, which will ensure against damage to the crown.
3. Miss Gay America FEM is expected to wear her crown at all appearances.
4. The crown, as well as other jewelry, should be kept clean and in good condition throughout the reign.
5. Miss Gay America FEM should ensure that the hairstyle is complimentary to the crown and does not cover the crown.
6. The crown should be worn during most public appearances including but not limited to a ballad performance, mingling in the crowd, arrival into the facility and observing the contest.
7. The crown should be worn upon arrival (when making entrance), into any facility, if Miss Gay America FEM does not “dress” at the location of the preliminary pageant.

8. Hair jewelry should not be worn, while wearing the crown.

No Smoking:

1. At no time while at an event (including but not limited to performing, mingling, or observing the contest), should the reigning Miss Gay America FEM smoke.
2. If smoking is completely necessary, the reigning Miss Gay America FEM should smoke in the privacy of a dressing room, when allowed, or in the area away from the public.
3. At no time, should the reigning Miss Gay America FEM smoke while wearing the crown.

Travel Accommodations:

1. The Miss Gay America FEM titleholder shall be responsible for arranging all travel accommodations with promoters and others, desiring their appearance.
2. Mad Angel Entertainment will have final authority to approve or disapprove a certain appearance or the schedule of a preliminary contest, during the current reign of The Miss Gay America FEM titleholder. (Current reign is defined, for this and all other purposes, as being from the moment of coronation to the coronation of the next Miss Gay America FEM.)
3. The Miss Gay America FEM titleholder is required to advise Mad Angel Entertainment of the appearance/booking schedule that is not a Miss Gay America FEM officially sanctioned event. This will be maintained on our event calendar.

Other Responsibilities:

1. Mad Angel Entertainment must be informed of all issues involving the Miss Gay America FEM Board of Advisors. All complaints must be documented in written (typed) format for opinion/official mediation from Mad Angel Entertainment.
2. Titleholder agrees to provide a satisfactory publicity photograph with crown, within thirty (30) days of assuming the title of The Miss Gay America FEM titleholder, for use by the Mad Angel Entertainment and the Miss Gay America FEM Regional and State promoters. A satisfactory promotional photo is one that is in full compliance with the detail denoted in the "Official Photograph" section of this job description summary and that noted in the "Official photograph requirements" provided by Mad Angel Entertainment.
3. The Miss Gay America FEM titleholder shall return telephone calls and email correspondence in a timely manner. (Timely shall be defined by Mad Angel Entertainment)
4. The Miss Gay America FEM titleholder shall never become intoxicated while representing the title of Miss Gay America FEM. (Mad Angel Entertainment reserves the right to determine what is excessive)
5. The Miss Gay America FEM titleholder will be required to provide post pageant reports within 10 days of the event, reports are found on the promoter's portal.

6. The Miss Gay America FEM titleholder will assist Mad Angel Entertainment in the planning, when needed and requested, of next The Miss Gay America FEM Pageant.
7. The Miss Gay America FEM titleholder, as required by Mad Angel Entertainment, while representing the title of Miss Gay America FEM, is responsible to do the following:
 - a. The Miss Gay America FEM titleholder will work with Mad Angel Entertainment in the creation, implementation, execution, and advertising of a “theme” for The Miss Gay America FEM Pageant.
 - b. The Miss Gay America FEM titleholder will work with Mad Angel Entertainment, in the soliciting and selling of advertising for The Miss Gay America FEM souvenir program and/or the Miss Gay America FEM website.
 - c. The Miss Gay America FEM titleholder will work with Mad Angel Entertainment in securing a location for The Miss Gay America FEM Pageant.
 - d. The Miss Gay America FEM titleholder agrees to work with Mad Angel Entertainment with the promotion of the Miss Gay America FEM Pageant.
 - e. The Miss Gay America FEM titleholder will work with Mad Angel Entertainment in any other aspect of The Miss Gay America FEM Pageant as determined by Mad Angel Entertainment.
 - f. The Miss Gay America FEM titleholder is expected to sell new preliminaries (franchises) throughout her reign in effort to grow the Miss Gay America FEM Pageant system.
 - g. The Miss Gay America FEM titleholder is expected to motivate contestants and increase the contestant base.
 - h. The Miss Gay America FEM titleholder will be required to write an article to the monthly newsletter (The Excellence) of the Miss Gay America FEM pageant. The article shall be ready for publication no later than the 25th of each month prior to the date for which the article will be posted/published. (ex. October 25, 2016, will be the deadline for the article to be published on November 01, 2016)
 - i. The reputation of Miss Gay America FEM is expected to be positive, both on-stage and off-stage. Mad Angel Entertainment reserves the right to define negative reputation and remedy to cure negative reputation. The Miss Gay America FEM titleholder is expected to show concern for the promoters, the contestants, and the audience. This includes but is not limited to frequent “inquiry” to the contestants to ensure that their needs, if possible, are met.
 - j. The promoters should know that the Miss Gay America FEM titleholder is there to ensure that the pageant becomes a smooth process for ALL involved. Miss Gay America FEM should constantly reassure the promoter that she is there to help in any way possible to ensure that their contest is smooth.
 - k. The contestants should be consulted frequently throughout the preliminary competition to ensure their needs are met including issues that may occur with dressing rooms and other pageant situations.
 - l. Miss Gay America FEM should make a concerted effort to meet and greet the owners/management of the club/location of the pageant. Miss Gay America FEM should also provide reasonable reassurance that she will do all possible to make their pageant experience, a pleasant one.

- m. The Miss Gay America FEM titleholder should arrive at each contest early, to “mingle” with and “meet and greet” the audience, as this will validate that the Miss Gay America FEM titleholder and its owners are accessible.
- n. Miss Gay America FEM is expected to be seated, near the judges, and observe as much of the contest as possible, as this is crucial to be able to validate the judge’s opinion and to monitor the contest for any irregularities, including biased judge scores.
- o. Performance music of the Miss Gay America FEM titleholder shall be professionally mixed, as needed. The Miss Gay America FEM titleholder should not ask a DJ to blend one CD into another, but rather, the performance music should already be customized to the desire of Miss Gay America. Performance music should be on a quality CD-R disc (with no damages, scratches, or skips) and should clearly identify the name of the titleholder.
- p. The performances of Miss Gay America FEM should contain a variety of entertainment levels. Miss Gay America FEM should appear in a variety of costumes and gowns. Different “looks” are an important part of the entertainment value, especially to those pageant supporters who frequent more than one preliminary pageant during each pageant season.
- q. The Miss Gay America FEM titleholder may find it sometimes necessary to withdraw certain entertainment performances when it is in the best interest of the contest, including time constraints of the promoter. However, in doing so, the “crown song” should not be withdrawn from the performance schedule.
- r. Miss Gay America FEM shall validate all scores at each preliminary. There will be no exceptions unless otherwise approved by Mad Angel Entertainment. Documentation of score validation should include signature on the preliminary score sheet calculations, the sub-master score sheets and the master scoresheets. As part of the validation process, the Miss Gay America FEM should review the score sheets for errors and omissions, scoring irregularities among judges, biased scoring, and appropriate scoring procedures etc. An electronic tabulation program may be used however any electronic tabulation program must be approved by the national office of the Miss Gay America FEM pageant system. The national office has available upon request, electronic tabulation programs that have been tested to ensure accuracy therefore it is the responsibility of the reigning Miss Gay America FEM to ensure that promoters/tabulators are using an “approved” electronic tabulation program otherwise, the manual tabulation process must be used.
- s. Miss Gay America FEM should ensure that the Score Sheet Instructions are followed. Completely. There will be no exceptions.
- t. Miss Gay America FEM shall arrive at each preliminary to supervise registration, and to provide a complete and thorough orientation to the contestants (regardless of how many times a particular contestant has competed in the Miss Gay America FEM system). The orientation should include detail of category descriptions, scoring procedures, critique, helpful hints to the contestants and

other standard Miss Gay America FEM pageant detail. Please see the Contestant Orientation Agenda, in the Promoters Handbook, for detailed guidance.

- u. Miss Gay America FEM shall also provide a complete and thorough orientation to the panel of judges (regardless of how many times a particular judge has adjudicated within the Miss Gay America FEM system). The orientation should include detail of the pageant schedule, category descriptions, scoring procedures, Judges etiquette, critique, and other standard Miss Gay America FEM pageant detail. Please see the Judges Orientation Agenda, in the Promoters Handbook, for detailed guidance.
- v. The Miss Gay America FEM titleholder is required to be well versed on all rules and regulations of the Miss Gay America FEM pageant system, including but not limited to information noted in the Promoters Handbook.
- w. The Miss Gay America FEM titleholder is required to observe the Personal Interview category. Any inappropriate comments or questions, by the judges, should immediately be rescinded with no penalty to the contestant.
- x. The reigning Miss Gay America FEM titleholder must ensure that the contestants receive a “fair adjudication process” therefore all preliminary pageant process and procedures must be monitored, by the reigning Miss Gay America, to ensure that contestants are receiving an equal, fair, and unbiased adjudication process.
- y. Miss Gay America FEM is expected to ensure that critiques flow in a smooth manner. It is recommended that critiques do not exceed 10 minutes in length. The amount of critique time should be constant for all contestants, except the winner and first alternate of the pageant, by which the judges, at their discretion, may wish to spend more time in critiques, better preparing the contestant for the national competition.
- z. The Miss Gay America FEM titleholder is required to observe the Judges Critique Session. The opinion of the Miss Gay America FEM should be heard when necessary, during critique, but not to the extent of being rudely or offensively contradictory to the opinion of the judges, after all, the primary focus of the critique is so that the opinion of the judges will be heard, since they have been selected to adjudicate that preliminary pageant. The Miss Gay America FEM titleholder is expected to remain in proper pageant attire during critiques, unless there is time to “de-character”, then business casual is acceptable, however critiques should occur immediately following the contest. There should be no delay in the commencement of the critique process because Miss Gay America FEM was removing female attire/makeup. Miss Gay America FEM is expected to ensure that all appropriate persons (judges, contestants, and promoters, if the promoters can attend) are immediately assembled to immediately begin the critique process.
- aa. Miss Gay America FEM should monitor the behavior of the judges and immediately resolve any issues that are to the contrary of the detail in the Judges Etiquette/Information section of the Promoters Handbook, or that which is of common and acceptable behavior.

- bb. Miss Gay America FEM should ensure that the Promoter has posted the Master Score Sheet in the dressing room, immediately following the pageant. An alternative to posting the score sheet in the dressing room would be that every contestant receives a copy of the Master Score Sheet, immediately following the pageant.
- cc. The Miss Gay America FEM titleholder will be required to sit near the panel of judges and observe all phases of competition to verify the scores. Additionally, Miss Gay America FEM will verify the scores (via re-tabulation) to ensure no score errors. Close attention should be given to time between the final category of competition and the coronation ceremony. There should be ample time for the Miss Gay America FEM to verify the scores and to get ready for her “crown” song performance. She may wish to consider dividing the final category into halves, whereby the first half of the final category competition could be in tabulation process, by tabulators, while the second half is in process of category competition.
- dd. The Miss Gay America FEM shall declare an “intermission” during the preliminary competition as needed, if contestants are rushed, or there are issues that require greater than normal attention to detail.
- ee. The first introduction of Miss Gay America, at official preliminaries, should be in crown. The Miss Gay America, usually, at this point, shall speak on the microphone. The message to the audience should include a welcome, thank you to the club/facility for hosting the location, advertisement of the www.missgayamerica.com website and announcement of the national Miss Gay America FEM pageant (date and location)
- ff. Often, the Miss Gay America FEM titleholder will perform at least two times, during a preliminary pageant. It shall be the discretion of the Miss Gay America FEM to perform more than twice, if needed, however the other responsibilities should not suffer because of an excessive number of performances. The first performance shall be a song, other than a ballad. The second performance shall be the “crown song” and is performed to a ballad and while wearing the crown. The “crown song” shall be always elegant, thus setting a regal, glamorous and elegant mood.
- gg. All entertaining and/or appearances of an official nature by The Miss Gay America FEM titleholder at a preliminary pageant, contest, or other event outside the Miss Gay America pageant system must be cleared and approved by Mad Angel Entertainment. The Miss Gay America FEM titleholder is an official representative of the Miss Gay America FEM system and therefore is representing the Pageant, Mad Angel Entertainment. As the official representative of the Miss Gay America FEM pageant, the Titleholder must be recognized, during her reign, as such when brought on stage to entertain, emcee or making other appearances.
- hh. Miss Gay America FEM is required to attend each preliminary pageant, with a copy of the Handbook and extra score sheets.

- ii. Miss Gay America FEM should always possess promotional photos, to autograph photos as requested. (This is an exceptional marketing tool for both the Miss Gay America FEM pageant and the reigning Miss Gay America)
- jj. Consuming beverages from a bottle (i.e., beer bottle, wine cooler bottle) is prohibited. Beverages (other than water) should be consumed using a glass. All beverages, especially, if a glass/cup is not available should be consumed using a straw (this, to ensure, a feminine/" lady-like" image always...)

First Alternate Position:

1. The contestant chosen as first alternate at all pageant levels must be prepared to fulfill the duties of the titleholder, if for any reason the titleholder is unable to fulfill her duty.
2. The first alternate winner does not have the right of refusal to be promoted to the titleholder position if the opportunity occurs within zero (0) days to six (6) months from the date of that contest. After that period, the first alternate has acceptance option, without penalty.
3. The rules and regulations as detailed in this handbook apply uniformly to their alternates and contestants in general, as applicable.
4. If the first alternate position titleholder is promoted the promoter should make every effort to make the coronation experience meaningful, such as a dedicated coronation ceremony.
5. If the first alternate is promoted to titleholder, at minimum the promoter is obligated to remit to the promoted individual, any remaining cash prize and appearance stream.

Double Crowning Pageants:

1. Double crowning pageants are strictly prohibited. You cannot crown two people in one pageant.
 - a. If a promoter owns two preliminary titles they must be two separate events.

Crown and Sash Standardization:

1. All official preliminary promoters (on all pageant levels) are required to "use" the Official and standardized crown and sash designated for that level of pageant.
2. Under no circumstances should any other crown or sash be used in a Miss Gay America FEM preliminary. Failure to use the proper crown will result in the titleholder not being recognized as an official preliminary titleholder and competition entry at the next level will be denied.
3. A city preliminary promoter may opt to "recycle" a Miss Gay America FEM System crown. This should be coordinated with the state promoter and documented with Mad Angel Entertainment for planning of crown productions for that year.
4. Cost of the state or regional crown is included in your franchise fees. City tiaras can be purchased individually by the city promoter or included in their city franchise fee for the state promoter to purchase.

- a. The current cost of the city tiara is \$410 for gold and \$345 for Nickel, this includes shipping.
5. All state or regional crowns will be shipped once your franchise fees are paid in full.
6. All city tiaras should be ordered on the promoter's portal using the official form. Once the order is received, you'll be invoiced for the tiara. Once paid in full the tiara will be shipped.
 - a. All tiaras and crowns must be ordered through Mad Angel Entertainment.
7. All crown orders should be placed with 30 days' notice.

Compensation and Travel Arrangements for Miss Gay America:

1. The reigning Miss Gay America FEM must attend all days of the official direct (State or Regional) preliminary pageant schedule (e.g., preliminary nights and final night in the case of multi-day pageants). The preliminary pageant promoters shall be required to pay no less than \$300 for the "final night" appearance and no less than \$150 per preliminary night.
2. The compensation for State titleholders (to attend City Preliminary Pageants) are negotiable and should be defined in the City Preliminary Franchise Agreement by and between the State Promoter and City Preliminary Promoter. All fees and prizes should be clearly defined.
3. Promoters are required to provide travel to and from their preliminaries (airfare or fuel expenses). Travel cost should include any reasonable "bag-check" expenses incurred by Miss Gay America. Reasonable is one bag for a one-day event or two for a two-day event. Hotel accommodations should also be made unless Miss Gay America FEM approves other arrangements.
4. All travel and performance fees should be discussed at least 4 weeks prior to the schedule preliminary.

Applications for Contestants:

1. Promoters should furnish an application package to the contestants.
2. Contestant applications for City, State, and regional pageants must mirror the most recent application published. If the national application is electronic, you may use the most current printed version.
3. Your pageant package should include:
 - a. Presentation requirements
 - b. Contestant regulations
 - c. Category descriptions
 - d. Any scheduling requirements for rollcall
 - e. Prize Package information for all placements including disbursement procedures.
 - f. Dates and times of your pageant.
 - g. Any other "need to know" information.
4. Contestants should be familiar with the National Pageants rules and regulations prior to competing. Current handbook will be available at www.missgayamericafem.com.

5. National application packages are usually ready by November 10th of each year.
6. Applications should be submitted electronically but if you cannot submit them electronically, please contact the national office.

Orientation for Contestants

1. Promoters must provide a detailed registration and orientation to the contestants to ensure they are well informed of every detail of the preliminary pageant.
2. Miss Gay America FEM must be in attendance of the contestant orientation and assist in providing verbal detail to the contestants, generally includes personal testimony, elaboration on categories, and detail on pertinent rules or pageant specifics.
3. Promoters should provide a written schedule, including any “role call” requirements.
4. Contestants are required to attend orientation at the advertised time, date, and place.
5. Contestants who are late for orientation or scheduled “rollcalls” will receive administrative point deductions and will automatically become contestant number one (1).

Orientation for Judges:

1. Promoters must provide the panel of judges with a detailed judges orientation to ensure they are well informed of every detail of the preliminary pageant.
2. Miss Gay America FEM must attend the judges’ orientation and will assist in providing the verbal detail to the panel of judges. The instruction should include a personal testimony, category descriptions review, schedule review, proper-scoring procedures, judge’s etiquette, and requirements as well as any other information pertinent to the responsibilities of serving as a judge.
3. A “Lead Judge” should be identified and declared at such orientation.
4. It is strongly suggested that a written schedule be provided to the judges.
5. An Official Judges Book with scoresheets, worksheets, and other information should be provided at the orientation.
6. At the promoter’s option and as time permits, contestants are allowed to listen to the judge’s orientation.

Categories of Competition:

1. Promoters of Regionals and State preliminaries are required to have four (4) categories of competition, which are Personal Interview, Evening Gown, Talent, and On-stage Question. This will help better prepare the contestants for the national pageant and ensure consistent scoring.
2. In the event of a multi-day pageant, Personal Interview will be carried over to the final night scores and all other categories will be “re-judged”.
3. Category details are available in the handbook and at www.missgayamericafem.com website.

Contest Scores:

1. Pageant scores are consisted of 5 possible categories, each with 4 sub-categories. Each category is weighted individually for a total of 100 percent of the overall pageant score.
2. Breakdown of all sub-score categories may be released to contestants.
3. Overall placement, category, and total scores will be posted publicly.

Administrative Point Deductions:

Administrative Point Deductions may only be issued by pageant officials, including Mad Angel Entertainment (or its assigns), the reigning Miss Gay America FEM or Promoters.

The lead judge should be attentive to issues that warrant Administrative Point Deductions and likewise inform pageant officials as necessary however in general, judges should not administer deductions but rather adjudicate how such violation may affect the specific competition presentation according to the category descriptions and sub-category scoring.

Administrative Point Deductions shall be administered in increments of 1-points per infraction and applied to the score after percentages have been calculated. The only exception is when any liquid, powder or other substance impacts the stage surface which. creates a safety hazard, impacts other contestants' performances, or with its removal, delays the show. This will be a 5-point deduction. This does not include feathers, rhinestones, sequins, fringe, etc. that may fall off a garment and be easily swept off the stage. Cheating in any category will receive a 0 for that category. Cheating could be sabotaging another contestant or giving/receiving information or an unfair advantage to a contestant during competition.

For Multi day pageants Administrative Point Deductions earned during preliminary competition only affect the preliminary scores and will not be carried over to final night. Points can be earned in all phases of competition and will be applied to the scores of the time (prelim or final) that they were issued.

Regulated infractions include but not limited to:

1. Exceeding allotted time for talent set-up and takedown.
2. Competition music submitted that is not appropriately labeled.
3. Competition music that contains more than one track.
4. National application and questionnaires that are submitted incomplete.
5. National Applications submitted after the defined and published deadline.
6. Direct violation of any category regulation (props, time) unless category descriptions define a greater penalty.
7. Tardiness for any schedule events of the pageant e.g., roll call, registration, and other meetings, etc....
8. Non-compliance with requirements for Presentation costume or Presentation Choreography.

9. Excessive use of profanity. Mad Angel Entertainment states if the language can be used on the radio or TV it can be used in a talent. Please keep in mind your audience and venue when making song selections.)
10. Non-compliance with dressing room policies.
11. Other actions by contestants or their entourage that may be disruptive to the efficient flow of the pageant.
12. Non-compliance with directives given from Pageant Officials including Pageant Director, back-stage managers, sound-lighting technicians, etc....
13. Any conduct deemed as poor sportsmanship toward another contestant, including verbal, physical destruction of props, costumes or any property will disqualify you from the competition.

Competition Music and Video:

1. Competition music / Video should be submitted in quality condition (CD or Flash Drive only) (promoter has the right to determine music / video format). Promoters may ask for files electronically.
 - a. 1 track per CD / Flash Drive
 - b. Labeled with name, category, and track name.
 - c. Contestants should have a back-up copy of their music/video available on a flash drive if needed.
 - d. administrative deductions will be applied for improperly labeled or Media received in poor condition.

Critiques Session:

1. The Judges Critique session is intended to be mostly a “constructive criticism” session rather than a compliment session. Every contestant has room for improvement therefore the session is designed to provide constructive feedback.
2. The Judges Critique session is optional to the contestants. The promoter may at provide a copy of the judges’ worksheet with comment.
3. In larger preliminaries, the promoter or judges may opt to only do critiques for the top 5 finalists.
4. It is mandatory that contestants not making the top 5 receive a copy of their judges’ worksheets with comments.
5. If there are less than 5 contestants, all contestants are eligible to attend the critique session.
6. Critique sessions should last no longer than 5 to 7 minutes per contestant.
7. Scores will not be made available during critique session.
8. Miss Gay America FEM should attend and moderate the critique sessions including time for each contestant.
9. The reigning Miss Gay America FEM can also add to the critique but should not dominate judge’s time during the session.

10. Judges may make themselves available for off-line discussion or critique at their discretion.

Contracts for Preliminary Pageant Titleholders:

1. Promoters may require their titleholders to sign a contract, however it may not exceed the requirements of the Miss Gay America FEM job description.
2. Responsibility descriptions should be made available to all contestants with their applications.

Franchise Fees – Agreements / Renewals / Revocations:

1. All Direct preliminary promoters must renew, via signed Franchise Agreement, their preliminary pageant agreements, not later than December 31 of the current calendar year. Invoices will be sent out with contracts attached each year.
2. If an updated and current Franchise Agreement is not received by December 31 of the current year for the upcoming pageant season, Pageant Promoters are required to notify Mad Angel Entertainment, not later than December 31st of the current calendar year of their renewal intentions.
3. Failure to renew or notify will revert ownership to the sole ownership of Mad Angel Entertainment.
4. All first-year pageant owners must pay their franchise fee in full to secure their date.
5. Veteran promoters may pay 50% of their fee to secure their date on the calendar. The remaining 50% is due 30 days prior to their scheduled pageant.
6. Should a promoter fail to renew a particular franchise, Mad Angel may name another promoter within that state or region.
7. Mad Angel Entertainment reserves the right, with or without cause, to renew or not to renew a franchise agreement. Should Mad Angle Entertainment decide to cancel an agreement they will notify the current promoter. A new promoter may be put in place of that franchise.
8. Methods of payment for the pageant fees are as follows: Check, Credit Card, Money Order, and PayPal.
9. Once the franchise fee is paid in full and the national office decides to revoke the franchise, the fee will be refunded minus fifty-dollar (\$50) processing fee.

Prize Package:

1. The prize package should be less than the national prize. Other than that, there is no restriction on the prize. Promoters are strongly encouraged to at least remain comparative with other promoters of similar preliminaries.
2. Promoters must advertise their prize packages publicly, including disbursement of prize package and disbursement schedule in advance of the pageant.

3. Promoters who offer hotel stays for nationals to their contestants should be clear on what is covered (expenses, room charges, parking) and if the room is shared or individual.
4. Promoters help contestants by providing a ticket to the national pageant. Any additional financial support outside of the advertised prize package is at the discretion of the promoter.
5. Jewelry, sashes, scepters, or other prize offerings are not required, but the promoter has the option to add them. Any sash should have the complete name and year of your prelim.
6. Promoters should complete the prize contract on the Promoter's Portal with the winner and first alternate. This should contain a description of the minimum prize package as advertised. This should be supplied to the national office.
 - a. Anything above and beyond the advertised prize package is between the promoter and the contestants. Mad Angel Entertainment will not help enforce anything outside the advertised prize package.

Advertisement:

1. Promoters will, at their own expense, provide ample advertising for their preliminary. Advertising includes but shall not be limited to printed advertisement, web advertisement and social media advertisements.
2. Advertisements of any kind must contain the "Gay America Pageant FEM Official Preliminary logo" and "Mad Angel Entertainment logo" found on the promoter's portal.
3. Ads shall contain the national titleholder and the state titleholder as the focal emphasis of the ad. Miss Gay America FEM should receive top billing in state or regional ads.
4. Promoters are required to submit a high-resolutions image over their qualified contestants. The titleholder should be "eyes and face forward" unless otherwise approved by Mad Angel Entertainment.
5. Under no circumstance should a crown from another pageant system be shown in a photo in any ad or program.
6. If a contestant held a city, state or regional title is competing in the current year as a first alternate they should not have a crown on in their promotional picture for the program.

MissGayAmericaFEM.com:

1. Promoters may advertise their events including prize packages on the national website. Please include venue, dates, times, and contact information.
2. Any updates should be provided via email to the national office. Changes to the site will be made as soon as possible but could take up to 7 days.

Judging Panel:

1. The Miss Gay America Organization does not announce judges publicly until they are introduced at the orientation of the contestants.
2. All preliminary pageant promoters upon request should provide the names and qualifications of their judges to the national office to include the current Miss Gay America.
3. New direct preliminary pageant promoters must, for their first year as a promoter acquire a current member of the national advisory board as their lead judge. A Former MGA or qualified person may be lead judge with approval from the national office.
4. The national office including Miss Gay America FEM reserves the right to disqualify or dismiss any judge whereby their service as a judge to that contest might not be in the best interest of the contest or the Miss Gay America FEM pageant system.
5. Promoters are solely responsible for the behavior of their panel of judges and likewise.
6. Promoters should avoid any potential conflict of interest that a particular person serving as judge may present.
7. The promoter should ensure the panel of judges is well oriented with the rules and regulations of the Miss Gay America FEM system.
8. Promoters should provide to the judges, at minimum a judge's book that contains the following information:
 - a. Category Descriptions
 - b. Category Point Summary
 - c. Score sheets and proper scoring procedures
 - d. Pageant schedule
 - e. Judges' regulations and other information.

Entertainers/Emcees/Former Preliminary Pageant Titleholders:

1. Promoters are encouraged to use their "family of formers" as special entertainment and emcees during their contests. This includes Miss Gay America and Mr Gay America formers.
2. In some cases, a promoter may want to use another entertainer which can be allowed with the following.
 - a. Inform Mad Angel Entertainment of the entertainer before advertising them.
 - b. The entertainer should be provided the "Entertainer Regulations" as noted in this handbook.
3. Appropriate entertainment for an MGA pageant
 - a. Current and former titleholders of that pageant.
 - b. Former Miss Gay America FEM national titleholders.
 - c. Top 10 contestants of the most recent Miss Gay America FEM Pageant if not competing in their pageant.
 - d. Current titleholders of another pageant system provided they are a former of that preliminary pageant. Should be announced as followed by this example: Miss Gay (state/region) America 2001 / and Miss Gay USofA 2016

- e. Local entertainers or national entertainers (not part of the America system) provided that Mad Angel Entertainment is advised of and issues approval. (This is not preferred as we like to use MGA entertainers when possible.)
4. Mad Angel Entertainment reserves the right to refuse a certain entertainer from appearance to any preliminary of the Miss Gay America FEM pageant system.
5. Another systems crown should only be worn during a titleholder walk.
6. Crown songs should not be allowed unless it's an America crown.
7. Only Miss Gay America FEM and Miss Gay America crowns should be on stage during award and crowning ceremonies. Exceptions are only made with permission from Mad Angel Entertainment.
8. Promoters should be always in control of their pageant.
9. The use of illegal drugs, excessive consumption of alcohol, or excessive inappropriate language during the contest is prohibited.

Emcee Book:

1. The emcees of any officially sanctioned Miss Gay America FEM pageant event should follow the rules and regulations as detailed within this handbook.
2. Promoters should assemble an Emcee book to provide structure and flow to the event.
 - a. The font should be larger so the emcee can read it in the low lighting.
 - b. Use a 3-ring binder for ease of flipping pages.
 - c. Ensure there is proper lighting to the emcee.
 - d. Provide a pen for changes and to mark completion.
 - e. Keep the book organized and organized by tabs.
 - f. Use the following headings and labels.
 - i. Pageant Schedule
 - ii. Judges Biographies
 - iii. Presentation (include contestant questionnaires)
 - iv. Evening Gown
 - v. Talent
 - vi. Sponsors
 - vii. Acknowledgements and announcements
 - viii. Additional info (if needed to extend time)
3. Emcee should be aware to watch head judge for sign to continue competition.
4. Emcee job to progress the pageant as quickly as possible.
5. Emcee should receive a copy of the entertainer regulations to ensure they are aware of on and off-stage requirements.
6. All awards and placements should be printed clearly for the emcees.

Performance of Miss Gay America:

1. Miss Gay America FEM will perform no less than twice during a preliminary pageant unless timing does not allow.

2. Miss Gay America FEM is not required to perform more than two times but may do so at her discretion. Please remember Miss Gay America FEM has other administrative responsibilities to perform during preliminaries.
3. Please schedule Miss Gay America FEM in the lineup to allow for administrative responsibilities.
4. Miss Gay America FEM should be introduced at the start of each pageant (after opening and presentation)
5. Miss Gay America FEM should end the evening with a crown number.

Multi-Day Pageants:

1. Unless otherwise approved, only closed-state pageants are permitted to hold a multi-day pageant.
2. Multi-Day pageant may have no more than a “Top 10 Competition” during the final night.
3. At Miss Gay America’s and Mad Angel Entertainments Discretion Multi-Day pageant may have fewer than a finishing finalist competition but in no case equal more than half (50%) of the actual contestants. (Example: if you have 8 contestants you may only have a Top 4 finalist competition or a two-day pageant with 10 contestants may only have a Top 5 finalist competition.)
4. Regional preliminary pageants may only have one-day of competition, unless otherwise approved by the national office.
5. All standard rules and regulations apply to both single and multi-day pageant.
6. All pageants should try to follow the layout of the national pageant for scoring consistency and to provide the contestant preparation for what to expect at the national level.

Owners of multiple preliminaries / or interests in other pageants:

1. If more than one franchise is granted to a promoter, it should be noted that only one (1) vote, for any issue in the Miss Gay America FEM organization requiring a vote by promoters regardless of how many preliminaries pageants a promoter may purchase.
2. Any promoter, who desires to promote a contest with another pageant system, should notify Mad Angel Entertainment in writing. We ask that if you have interests in other systems that your efforts for your MGAF preliminaries be maintained.

City Preliminary Pageants:

1. State promoters of closed state pageants who hold city preliminaries must provide the following to the city promoters:
 - a. Promoter handbook
 - b. Franchise agreement
 - c. Rules of the city preliminary
 - d. Responsibilities of the titleholder (mirror National Titleholder)

2. Questions and problems should be directed first to the State promoters before being presented to the National office.

State Pageants:

1. Promoters of Closed-State pageants should ensure that the state titleholder is prepared to administrate at the City Preliminary pageants. Which includes:
 - a. Being familiar with the rules including emcee and entertainment guidelines.
 - b. Be able to hold an orientation to brief contestants on the State pageant.
2. Residency requirements are met for closed state pageants.

Promoter and Promoter Responsibilities:

1. Always be familiar with the current rules and guidelines of the Miss Gay America FEM pageant defined by Mad Angel Entertainment.
2. A promoter should help govern the rules and help maintain a standard of excellence.
3. Pay franchise fees in a timely manner. Fees should be received within the terms of the contract, but no later than 30 days prior to your scheduled preliminary.
4. Mad Angel Entertainment reserves the right to refuse anyone from promoting the pageant for any reason.
5. Mad Angel Entertainment reserves the right to terminate a contract with a promoter immediately for any of the following reasons:
 - a. Does not abide by the pageant rules.
 - b. Fails to arrange travel or sufficient lodging for Miss Gay America.
 - c. Misrepresents the pageant negatively.
 - d. Has been proven to “fixing” a contest or manipulating scores.
 - e. Does not renew a contract in a timely manner.
 - f. Does not pay the franchise fees by required dates.
 - g. Fails to honor prize package as advertised.
 - h. Transfers pageant to another party without written consent from Mad Angel Entertainment.

Promoter / Pageant Reports:

1. Promoters are required to submit a “Promoters Pageant Report” within 10 days from the date of the preliminary pageant. Promoters should log into the Promoters Portal on the MGA website under forms.
2. The reigning Miss Gay America FEM is required to submit a “Pageant Report” within 10 days of the actual date of the preliminary. This will help us know what is needed to assist promoters and future MGAs be more successful.
3. State and Regional Preliminaries may use a reporting tool to monitor their pageants and preliminaries.

Preliminary Information Form:

1. Each year promoters should fill out the “Preliminary Information” form located on the first page of the Promoter Portal. This will help us keep in communication with the promoters and plan for the proper number of crowns to order each year.

Crown Orders:

1. All city crowns will be ordered on the website. Once the order is placed you will be invoiced for the crown, which you can pay using check or credit card. Crowns will be shipped once payment is received.
2. State and Regional crowns will be shipped to the address of your choice once your franchise fees are paid in full.

On-Stage Question Procedures:

1. All questions should be typed and placed in an envelope.
2. Each contestant should be asked a different question.
 - a. If you do ask the same question, all contestants should be placed somewhere that is soundproof prior to the category to ensure a fair judgement to each person.
3. At the option of the promoter, the on-stage question can be narrowed down to the top 10 or 5 finalists if you have a large group competing.

Scoring Procedures and Tabulation:

1. Preliminary promoters MUST use the scoring system provided by Mad Angel Entertainment. No Exceptions
 - a. Paper format
 - b. electronic format (laptop or iPad)
2. A paper backup should be ready in the event of a failure in an electronic version.
3. All score sheets must be made available to Miss Gay America FEM for verification or to Mad Angel Entertainment and its board members upon request.
4. Master Scores can be released to the public. Contestants may receive their individual score sheets (actual or digital) after the pageant.
5. The promoter should assign a trustworthy person to oversee tabulation of the scores.
6. Judging will be based on a points and percentage of each category. Each category contributes a percentage of the total score for the overall results.
7. Miss Gay America FEM at state and regional pageants is responsible to ensure the accuracy of the scores.

Tie Score:

1. In the event of a tie for finalists or winning court, the score of the “Personal Interview” will break the tie. In the event the tied contestants have the same score in “Personal Interview” all contestants will re-compete in the “On Stage Question”. This can be the same question for all contestants. If using the same question, remove the contestants not answering the question at the time so that each contestant’s answer is uniquely theirs.
 - a. There must be a numerical succession for the court. Winner, First, Second, Third, Fourth. Any tie that happens within that ranking needs to be broken whether it is between the winner and first or Third and Fourth.
2. In the event the 11th and 10th contestant are tied for the 10th position of the top 10. The score from “Personal Interview” will be used to break the tie. If that score is the same the score from “Talent (production)” will be used.
3. The national office should be made aware of any ties and the results.

Time Management and Category Times for Competition:

1. Promoters are responsible to ensure the pageant flows in an efficient manner.
 - a. Book the appropriate amount of entertainment.
 - b. Consult with venue on times to make sure you can finish before having to vacate the venue due to local laws.
2. Personal Interview should not exceed 8 minutes in time for each contestant. Miss Gay America FEM will watch time and give a 1-minute warning to conclude the interview.
3. Evening Gown should be no less than 1.5 minutes but may not exceed 2 minutes per contestant.
4. Prop setup and removal for talent should not exceed 3 minutes per contestant.
5. Talent category should not exceed 7 minutes per contestant. Promoters should check recorded track time for compliance.
6. Critique sessions are recommended to be approximately 5 to 7 minutes per contestant.
7. Time violations during competition will result in administrative point deductions.

Miss Gay America FEM Category Descriptions

Category and calculation of scores. There are 5 main categories Personal Interview, Presentation, Evening Gown, On-stage question, and Talent. Each category is worth a maximum value of 100 points per judge using 4 subcategories for each with a point range of 0 to 25. of the total overall scores.

Personal Interview is worth 20% of the competition Presentation is worth 10% of the competition Evening Gown is worth 20% of the competition On-Stage is worth 10% of the competition, Talent is worth 40% of the competition, each category has a weighted percent

For example, the maximum total of any one category is 500 points with 5 judges. So interview would be calculated as follows (500 x .2 = 100 Points)

If you scored a perfect 500 points 100 points would contribute to the overall score that is ranked in the pageant for that category.

PERSONAL INTERVIEW

General Appearance- Personality-

Ability to Communicate- Answer Content-

Total points

0 to 25 Points

0 to 25 Points

0 to 25 Points

0 to 25 Points

100 possible points per judge

The purpose of Personal Interview is to place the contestant in a situation answering different types of questions and judging how they will react to their diversity. The context of the answer is important but more important is how the contestant conveys that answer. Eye contact with all the judges is very important, not just the judge who has asked the question. The contestant should answer the judges' questions and do not get involved in getting the opinion of the judge. The contestant is judged on the presentation of thoughts. The contestant should look comfortable in properly fitted attire, but not to the point of sloppiness. Points will be deducted for ill-fitting clothing, the outfit, scuffed shoes, too much jewelry, wrinkled, torn, or soiled clothing, buttons missing etc., and/or anything that distracts from the outfit to make it unsightly. The contestant is judged on the look that the contestant has chosen for herself. Usually, trendy outfits do not appeal to the judges, just as they may not appeal to the average interviewer. The key word is average but sharp in appearance. The contestant will be trying to impress and appeal to different types of judges. The interview category should last no longer than eight (8) minutes.

The Personal Interview category allows you to present yourself out of character to the judges. In the duties of Miss Gay America FEM, you will most likely have to work out of character, registration, contestant orientation and judges' orientation therefore a professional image is just as important as a professional image in your character persona. In fact, as the reigning Miss Gay America FEM, you may be asked to assist in obtaining national sponsors or conduct other official business as a representative of the Miss Gay America FEM pageant system and the Personal Interview category will help the judges determine your effectiveness.

The eight minutes of Personal Interview can be the worst experience of the competition, or you can make the Personal Interview competition a fun, informative talk with the judges to allow them to get to know you.

There are four (4) subcategories, noted below, that comprise the 100 possible points of the Personal Interview category. This article will hopefully provide direction to you as a contestant concerning this category and how to realize maximum points.

The interview portion accounts for 20 percent of the total score. The score will be calculated by (Total Score x .2 = Ranked Score)

General Appearance

General Appearance- 0 to 25 Points

Personality- 0 to 25 Points

Ability to Communicate- 0 to 25 Points

Answer Content- 0 to 25 Points

Total Points - 100 possible points per judge

The general appearance subcategory allows the judges to score based on your total look. You should dress as if you are going to a professional job interview it is suggested that you wear something professional in appearance.

Questions you should ask yourself to ensure maximum points include: Does the suit and tie complement each other?

Is the suit soiled?

Are the clothes wrinkled?

Do the clothes fit? (Too big? Too small?)

Are the shoes scuffed? Are the shoes polished?

Are shoes too casual for the outfit?

Is the hair neat?

Is your jewelry appropriate?

Personality

This is the time to show your personality to the judges. Please remember that an overbearing personality might not score well with the judges. Allow the judges to maintain control of the interview with you answering their specific questions but be sure to insert personality into your interview. Your interview should be comfortable and conversational.

Questions you should ask yourself to ensure maximum points include: Are your interview skills too conservative?

Are your interview skills too rehearsed?

Are your interview answers too boastful?

Is your interview too timid and/or shy?

Do you have a nervous laugh?

Are your answers sincere and to the point?

Do you tend to ramble without directly answering the question?

Is your true persona shining through, if not, judges will most likely detect a “false” interview.
Ability to Communicate- 0 to 25 possible subcategory points

This subcategory allows the judges to score you based on your communication technique and abilities.

Questions you should ask yourself to ensure maximum points include: Do you properly enunciate your words?

Do you speak too fast? Too slow?

How is your grammar when speaking?

Do you say, “you know” too often?

Do you make eye contact with each of the judges (not just the judge asking the question) Are you confident in your answers?

Do your answers sound too rehearsed?

Are your answers sincere?

Do you seem too arrogant?

Do you seem too shy?

Answer Content- 0 to 25 possible subcategory points

While we generally say that there is no correct or incorrect answer, the judges will most likely be able to determine if you are dishonest in your answers. You should be prepared to answer administrative type questions, in detail, to show the judges that you are prepared for the job of a Miss Gay America.

Questions you should ask yourself to ensure maximum points include:

Is your biography too lengthy? (your biography should include brief statements concerning your past, present, and future). Any lengthy elaboration concerning your biography should come from a question asked by a judge.

Are your answers too “closed ended”?

Are you familiar with the Miss Gay America system regulations in order to effectively answer administrative type questions?

Do you ramble in your answers?

Please keep in mind that the purpose of Personal Interview is to allow the judges to get to know you while seeing your ability to communicate and your knowledge of administrative skills.

We are questioned quite often regarding the appropriateness of a contestant bringing a resume’ to the interview. The judges may not mind receiving a resume’ and photo from you however since the interview is only eight minutes, they will not have time to review your resume’ while they are scoring you. Our recommendation is that if you feel the need to provide the judges with a resume, do so at the end of your interview, so as not to consume any of your interview time with distribution. Your interview time begins as soon as you enter the room, therefore time is limited, so use it wisely.

We are also asked if it is appropriate to shake hands with the judges, at the beginning of the interview. Our advice to you is that if you feel that you must shake the hand of the judges, do so at the conclusion of the interview. Some judging panels may not wish for contestants to make physical contact with you, in which case your promoter will advise of any limitations that exist, concerning the judges.

At the beginning of the interview, the Lead Judge will ask you to be seated and provide a brief biography. Please keep your biography brief and to the point, and again, be sure to include past, present, and future statements. Many judges prefer to ask questions derived from statements you make in your biography; therefore, you should be prepared to answer a wide variety of questions.

The panel of judges will not be provided with specific questions to ask, they may ask administrative questions, or situational questions. Judges are instructed, not to ask questions of a religious or political nature. If you decide to talk about these subjects they may continue the conversation.

In summary, Personal Interview, if prepared for, can provide positive results. We recommend that you gather a group of individuals to assist you with preparation for Personal Interview. While we recognize that the process is “un-nerving”, you can make the experience a pleasurable conversation with the judges. This is just one of five categories in which you must score well, to become the next Miss Gay America FEM, therefore we suggest that you begin your preparation today, in order to realize the success in scoring that you would like to see from a good Personal Interview.

Presentation

Creativity- 0 to 25 Points

Relativity to theme- 0 to 25 Points

Modeling- 0 to 25 Points

Construction of Costume- 0 to 25 Points

Total points - 100 possible points per judge

At the national pageant on final night, after the top 10 are announced following the opening production, only the top 10 contestants will be judged in “Presentation”. The top 10 contestants will remain on stage and be called forward one at a time to present their “Presentation costume to the judges. The costume should be in theme with what the reigning Miss Gay America FEM chose for that year’s pageant. Miss Gay America FEM will communicate that theme to the judges about what was communicated to the contestants for that year. Costumes that are made or made to be original will score higher in originality and creativeness.

Presentations costume guidelines

1. Must be worn so that the contestant can walk on to the stage without assistance.
2. Presentation costume may not have wheels or supports that rest on the stage.

3. Costumes may have lights or motorized parts but must be battery operated. No power or extension cords should be required to power costume components.

The city, State, or Regional Titleholders must provide a written description of their theme. This should be provided to the promoter in enough time to communicate it to the potential contestants if it will be a judged category. State and Regional presentation descriptions can be posted to their section of the Miss Gay America FEM website and should be shared on social media so all participants understand what is expected.

In a City, State or Regional that have an elimination round to a top group. That top group will be judged on their "Presentation" Costume. If there is no elimination round all contestants will be judged on "Presentation" after the opening number.

Judging on "Presentation" should move along quickly and each contestant should have no less than 1 minute to show the judges their costume and not more than 1 to 1.5 minutes.

Presentation will account for 10 percent of your total ranked score. It will be calculated (Total score x .1 = New Ranked score)

Evening Gown

Suitability for Evening Gown- 0 to 25 Points

Suitability of Hairstyle- 0 to 25 Points

Presentation (Modeling Technique, Poise, Smile, Etc.)- 0 to 25 Points

General Appearance (Make-Up, Shoes, Gown Condition, Accessories)- 0 to 25 Points

TOTAL POINTS - 100 possible points per judge

Evening Gown will be the most elegant apparel of the pageant. It should complement the contestant's figure. It will be a statement of the contestant's style and taste. The dress and accessories should be in perfect condition. It is the contestant's responsibility to take care of the gown and keep the gown in perfect condition for the duration of the pageant. The hem of the gown should be even unless the style of the gown is an uneven bottom. The gown should be lined or have a slip underneath. The judges should not be able to see through any part of the gown unless that is the style of the gown. In general, the gown length should be a full-length gown, (either to the top of the toe part of the shoe or approximately 1/2 inch above the floor, unless the style of the gown warrants different measurement i.e. ballroom style gown or tulip-contoured styled gown). There should be no break in the hem of the gown (it should hang straight.) The sleeve should be no shorter than the wrist and no longer than an inch below the wrist unless the design of the gown sleeve is longer. Jewelry should accessorize and not be overpowering. Shoes should match and complement the gown. Shoes should not be scuffed, worn at the toe or heels, and not seen to bend under the weight of the contestant. Modeling should be a slow easy pace, touching the three points that form a triangle. At each point, the contestant will make a slow turn, facing the back of the stage, pause, and turn to the front of the stage. Modeling can be "free-style" (no boundaries i.e. no hand gesture limitations in your modeling presentation) however one should keep in mind the "mood of elegance" during your

presentation. "Overstated presentation" of evening gown may not appeal to every judge. Each contestant will model their evening gown for a minimum of 2 minutes but not greater than two and one-half minutes. If a judge wants a closer look, they can motion the contestant to the judge's table. Hair should be appropriate for eveningwear and compliment both the contestant and the style of the gown. Hair can be in any style, including either an "up-style" or "down-style" provided it is complimentary to the overall look of the contestant. Hair jewelry is discouraged as it may not appeal to every judge. If a contestant is selected as a Top 10 finalists, he has the OPTION to alter/change his "final night" evening gown competition package from that which was presented during preliminary night evening gown competition. Tattoos should not be visible during the evening gown competition and properly covered by your gown or makeup.

A Fitting Gown- Sequins/Beads vs. Fabric or Hair-up vs. Hair-down.....

(An article, written by MAD ANGEL Entertainment, published in "The Excellence" Newsletter)

As many of you are preparing for your preliminaries, you must ask yourself many questions about your competition package to ensure that you do not lose any points, for every point matters, therefore you should look for ways to improve your overall competition package to ensure that you are not giving "point advantage" to your competitors.

One of the most common questions that we continue to receive is concerning evening gown. We are constantly asked if, during Gown Competition, do we prefer a sequined/beaded gown, when compared to the fabric gown. Our answer is always that it is not necessarily what we prefer to see in Gown Competition, as we are not the judges however, we are of opinion that either can be very elegant or compliment a contestant. Also, either can be harmful to the overall score of the contestant. The answer to the question of beaded or fabric is not clear and should not be given as a "blanket answer". It all depends on the contestant. The Miss Gay America system is known for being the best of the best and while most of the winners have won with beaded/sequined gowns, we see times changing and more often, we see contestants competing (especially in preliminary contests) in fabric gowns during competition (some with success and some without). We caution that careful consideration should be made regarding gown selection. We have heard many state that a particular style gown is not suited for the "Miss Gay America system" when in fact it may not be the gown that is the issue but rather the contestant. A gown in and of itself can be a very elegant creation...until it is placed on the contestant, then it takes a personality of its own.

On-Stage Interview

Personality- 0 to 25 Points

Poise- 0 to 25 Points

Ability to communicate- 0 to 25 Points

Answer content- 0 to 25 Points

Total points - 100 possible points per judge

The On-Stage Interview category allows you to present yourself and communicate to the audience. This category will show your ability to communicate to an audience and the ability to answer a question. Public speaking is a very important part of the job as a Miss Gay America FEM, not only during your reign but after your reign as many will call upon you, as the most recent former Miss Gay America FEM, to emcee their contest therefore it is strongly recommended that you obtain as much experience as possible, to emcee.

It has been said, that sometimes, questions for On Stage Interview are too serious or too difficult to answer. We stress to you that a Miss Gay America FEM must be a well-rounded, “best of the best” contestant and this category is just one of five, designed to prove that you are not only well rounded, but are truly, one of the very best in your craft. Questions asked will vary so you should be prepared to answer most any question, except for those that are political or religious in nature. Your choice to answer your question in terms of politics or religion is up to you...

It is also thought that it is difficult to inject personality into the answer of a serious On-Stage question. This is true, but it can be done. You must find ways to make your Stage Interview more appealing to the judges, such as changing voice tones, speaking with passion during your answer and showing enthusiasm. Remember, judges usually see through a phony answer, so keep it “real”.

Scoring should be based on personality and poise, the ability to communicate on a microphone in front of an audience, and the context of the answer in relation to the topic given.

The On-Stage Question accounts for 10 percent of your overall score. This is calculated as (Total score x .1 = new ranked score)

Personality (Professionalism)

This sub-category is how your personality comes off while speaking to an audience. Are you confident, honest, and comfortable in front of an audience? Does your personality carry through from interview?

Poise

This sub-category is about your posture, are you standing confidently, eye contact with the judges and audience. You may lose points if you are slouching or fidgeting while on stage.

Ability to Communicate

This sub-category is your opportunity to clearly communicate with the audience. You are not only scored on what you say, but how you say it...

Questions you might wish to ask yourself to ensure maximum points are: Is your interview too conservative?

Answer Content

This sub-category is your opportunity to clearly communicate the answer of the question, to the judges and the audience. While we generally say that there is no correct or incorrect answer, the judges will most likely be able to determine if you are dishonest in your answers or if you have not answered the question. You should answer the question that is asked and do not elaborate on issues that are unrelated to your question.

Preparation for this category, as in all others is very important. Perhaps you could get others to rehearse with you, the On-Stage Category. Perhaps you can emcee a show as often as possible. While it is recognized that sometimes you, as the contestant, might experience “stage fright” during On Stage Question, the more experience you have as an emcee, the less likely you are to “freeze” during this category.

In summary, the On-Stage Question category, though very simple in description can become quite complex, considering your question is unknown therefore you, as the contestant are encouraged to become well versed on many issues, to better prepare you for this category. Again, we recommend that you gather a group of individuals to assist you with preparation for On Stage Question. This is just one of five categories in which you must score well, in order to become the next Miss Gay America FEM, therefore we suggest that you begin your preparation today, in order to realize the success in scoring that you would like to see from good communication through the On-Stage Interview category....

Talent

Showmanship and Set Design- 0 to 25 Points

Choreography (Physical Coordination and Stage Presence (Including Dancers)- 0 to 25 Points

Quality (Lip-Sync, Live Vocal, and/or Other Entertainment)- 0 to 25 Points

Originality and Entertainment Value- 0 to 25 Points

Total points - 100 possible points per judge

Talent is the highest point category in the pageant. Contestants will be judged on their quality of lip-sync, live vocal, or other entertainment. Judges will be looking to see if the contestant knows the words to their song and finishes each word. Just knowing the words is not enough. The contestant should also look as if they are singing the song. Is it believable? If it is a live performance, is the talent of good quality? If there is choreography, the dancers should know the steps and the steps should flow. The contestant should not attempt to do something that is beyond their talent. If dancers or actors are used in the presentation, they should not “upstage” the contestant. The contestant is responsible for the performance of others. If a member of the dance team does not know their dance, points will be deducted from the score. Quality of set design and construction will be judged. Quantity of set is not judged. Do not put something on the stage that is not going to be used or does not have relation to the talent. Contestants are responsible for their sets. If it falls apart or collapses on stage, points will be deducted from the score. Costuming and set design should reflect the mood one is trying to establish. Always examine your presentation for entertainment value. Does it please, cause laughter, sadness or stir some other emotion? Talent presentations will be limited to seven (7) minutes. No score will

be given in the talent category for any presentation over seven (7) minutes in length. Talent presentation music / video must be on a high quality CD-R or Flash Drive and must be the only item burned onto the CD / Flash Drive. The following must be either written (with permanent marker) on the face of the CD or there should be a "standard CD label" that contains the following:...Talent, "Name of Contestant", "Name of Talent Presentation" and "Track #___". The CD must be submitted in a standard CD case. The standard CD case label should contain the following:... "Name of Contestant", "Contestant # ___", "Name of the Talent Presentation: _____" and "Track #___" . Prop set-up time will be limited to three (3) minutes. Prop set-up time is not included in the seven (7) minute limit contestants are allowed for talent competition. One (1) points will be deducted from the administrative score if prop set-up is over three (3) minutes. If a contestant is selected as a Top 10 finalist, he has the OPTION to alter his "final night" talent competition package including music / video.

A Winning Talent....

The category of talent is the highest scoring category within the Miss Gay America pageant system. Some contestants tend to primarily focus on this category to ensure the maximum number of points, in effort to win a competition when in fact, consistently high scores in each category is what usually yields the winner. Concerning talent, you name it, and we have seen it but there remain many untapped sources of originality. The talent category is designed to showcase your ability to entertain, coordinate costume and create stage set-up that will be entertaining to both the judges and the audience. Very few have been successful in being a "one-man band" during talent, but it can be done.... One does not need to have a huge production to be successful, but if you choose to compete with no-one or nothing but you (the contestant) on the stage, it must be quality enough to sustain scrutiny of the judges. Because you are allowed seven (7) minutes, does not necessarily mean that you should take the entire time allowed for your talent presentation. We have heard some judges comment that some talent presentations should be greater in length, while others should be shorter in length. When selecting a talent, you need to understand the sub-category scoring and be sure that you will score well when subject to the scrutiny of the judges. It has been said, many times, that the outcome of a contest might have been totally different with a different panel of judges however your goal should be to select a talent that will score well with any panel of judges (from all races, genders, and backgrounds). This is not so easy to accomplish but rest assured that if you consider your talent presentation based on the subcategory scoring components, you will score higher.

We have detailed below the sub-category descriptions of the Talent category and have noted questions that you might wish to ask yourself when selecting a talent. Remember, that in any phase of competition, your choice of what you will do in that category should appeal to most of the panel of judges. You may wish to think of your talent for the values noted below, then consider if the talent selection would appeal to most people.

The Talent Category accounts for 40 percent of your total score. This is calculated (Total score x .4 = New ranked total)

Showmanship and Set Design

What is the look of the set design?

Does the set design compliment the theme of your talent?

Does the set design compliment the stage?

If props are on stage, will they be used (example: why have a chair in your set design if it does not compliment the theme of your talent, nor will it be used by you during the talent?)

Are the costumes appropriate for the talent (including dancers, if used)?

Are costumes properly fitted? (Any flaws in the costume, including ill-fitted costumes should cause point deduction, including that of the dancers)

Is the music professionally mixed?

Do songs used in your mix relate to your talent?

Does your talent tell a story that you want to tell?

Choreography

Physical Coordination and Stage Presence (Including Dancers) Is choreography appropriate for the talent?

Do dancers, "out-stage" the contestant?

Do dancers have good "chemistry" with each other?

Do dancers have good "chemistry" with the contestant? Does the choreography flow?

Is each dance move fully executed?

Is your choreography too repetitive?

Does the appearance of the dancers complement each other (example: a very tall dancer and a very short dancer usually look odd on stage, while together)?

Do dancers know the routines (as their mistakes become point deductions of the contestant)

Is your talent so energized at the beginning that the judges will lose interest toward the end of the presentation?

Is your talent so energized at the beginning that you (or your dancers) loose energy at the end?

If live vocal, have you inserted movement with your song?

Quality

Lip-Sync, Live Vocal, and/or Other Entertainment. Do you know your words? (Look as if you are singing)

Do your dancers know their words?

Do you or your dancers "over dramatize" the words?

Do you or your dancers "under dramatize" the words?

If live vocal, do you sing on key? On beat?

Is there any offensive language in your Talent that might cause a judge to discount points because of the offensive language?
If you are imitating a character...do you look like the character? Do you act like the character?
Originality and Entertainment Value
Is your talent truly entertaining?

Does your talent stir emotion (laughter, sadness, etc) Is the length of your talent too long?
Is the length of your talent too short?
Is your talent Original?
If not, did you make it your own?
If it's an impersonation, did you add to the production value?

Whatever your talent, be sure that it is entertaining. Many contestants might score well in all subcategories of Talent, except for the value as entertainment subcategory, and this could be crucial to your overall scoring in the pageant.

Talent is a very difficult category of the competition as the contestant must choose if the talent, is fitting to their capability as an entertainer. Too often contestants go for a quantity stage presence and get lost in the production. It is important to remember that any point deductions can accumulate and cost you the contest therefore the smallest of details should be reviewed to ensure that you are not losing points. Just because you are entertained by a particular talent does not mean that others will be, therefore it is a good idea to consult with many who will give you their honest opinion about your talent presentation. Talents is to showcase the contestant's ability to entertain an audience, including stage presence and production, so as with any presentation, choose wisely to ensure that the talent presentation and your ability to execute your presentation, will be pleasing to the eye and ear. Tattoos may be visible during talent if it's part of a costume or look for the talent you are presenting.

Score Sheet Instructions/Score Sheet Manual Tabulation Instructions

The standardized score sheets will be provided to promoters. A starter book is available on the portal as well as an electronic format, in the form of Excel or Google Sheets. There are no other score sheets allowed. Promoters may use an "approved" (by MAD ANGEL Entertainment) and tested tabulation program, provided the format mirrors the process noted within these score sheet instructions. The Miss Gay America FEM, upon request, has available, a tabulation program that may assist larger preliminary pageants, with the scoring tabulation. Miss Gay America FEM shall remain, ultimately, responsible, to ensure that the tabulation process mirrors that noted in the Score Sheet instructions. The following are general instructions, to completing the score sheets.

GENERAL INSTRUCTIONS:

Once the Judge has completed the Judges Worksheet (with scores including sub-category, total scores and comment), the scores that are noted on the Judges Worksheet, should then be

transferred to the Score Sheet. That is, the scores noted on the score sheet should mirror those noted on the Judges Worksheet. The Judges Worksheet Comments should also be completed in detail, to provide the contestant with a constructive critique session. (It should be noted that the Judges Worksheet, is subject to review at any time by the Promoter, Miss Gay America, MAD ANGEL Entertainment, or any other person designated, by MAD ANGEL Entertainment, to serve in official capacity of the Miss Gay America pageant system).

1. Add each column on the Category Score Sheet.
 - a. You should have one score sheet, per category, per judge.
 - b. Make sure that the Subcategory Score does not exceed the allowed “possible subcategory scores”. (Example: Evening Gown Suitability subcategory maximum score is 25 points therefore the subcategory score noted by each judge, for this subcategory should not exceed 25 points)
 - c. Be certain that the Total Score, for each contestant does not exceed the “total score” allowed. (Example: The total possible score for the Evening Gown category is 100 therefore the total score, per judge, should not exceed 100 points)
2. Transfer the Total Score from each judge, for every contestant, onto the Category Sub-Master Score sheet.
 - a. Make sure that the Total Score, per judge, does not exceed the Total Possible Score, per category (example: The total possible score for the Evening Gown category is 100 therefore the total score, per judge, should not exceed 100 points)
 - b. Be certain that the Total Score, accumulative of all judges scores, does not exceed the Total Category Possible Score times by the number of judges. (Example: The total possible scores for the Evening Gown category is 100 points per judge, therefore the total score for a contestant in the Evening Gown category should not exceed, 500 points, considering a panel of five (5) judges)
3. Transfer the Total Score (sum of all judges), to the Master Score Sheet
 - a. Make sure that the Total Score for each category, per accumulation of all judges category scores, does not exceed the Total Possible Category Score times the number of judges (.example: The total possible scores for the Evening Gown category is 100 points per judge, therefore the total score for a contestant in the Evening Gown category should not exceed, 500 points, considering a panel of five (5) judges).
 - b. Be sure that the Total Score (of all judges scores) does not exceed the Total Possible Category scores multiplied by the total number of judges.(example: if all five categories are used, the total possible score, per judge, as a sum of all categories should not exceed 500 points per judge, therefore the total score, as a sum of all of the judges scores (per contestant) should not exceed 2500 points, considering a panel of five (5) judges.

Other Score Sheet Helpful Hints, to ensure a fair contest include:

1. The tabulator should be clearly reminding that the scoring results are to remain strictly confidential and ONLY be discussed, after the pageant, by the panel of Judges and the reigning Miss Gay America.

2. Be certain that each judge has signed and dated the score sheet.
3. Make sure that Administrative Point Deductions are communicated with the tabulator and a list of Administrative Point Deductions are posted with the Master Score Sheet at the conclusion of the contest.
4. Make sure all corrections have been initialed by the Lead Judge and the Judge who initiated the error.
5. Carefully review the score sheets for biased scores... (example: one judge is scoring a particular contestant very high while the others are scoring a particular contestant low...or vice versa). If one judge is scoring far off base, when compared to the scores of others, they must be able to justify their scores. If they are unable to justify their scoring, consideration should be made as to not using the judge's scores, in the total accumulative score and removal of that judge, from the panel. (It is recognized that one judge may, in general, score a "great" category presentation very high, while another judge may, in general, score a "great" category presentation low, however, if that contestant category presentation is "great", then most likely said presentation will usually be among the highest scores for both judges... and vice versa)
6. Review the scores to be sure that the entire panel is scoring appropriately (this can be validated by either the promoter or the reigning Miss Gay America observing the contest, then comparing the observation to the actual scores posted)
7. If there is question, concerning the score that was posted to the score sheet, you should refer to the Judges Worksheet and the Judges Worksheet Comments, as the scores noted on the Judges Worksheet should mirror those scores noted on the Score Sheet and the Judges Worksheet Comments should support the score.
8. Be certain that the Tabulator has signed each score sheet.
9. Make sure that the reigning Miss Gay America, has signed as the "Second Party Score Verifier".
10. Inform the judges, as a group of certain issues that need to be remedied, to realize a smooth contest, however specific issues should be addressed with a particular judge, in the presence of promoter, Lead Judge or other official representative of MAD ANGEL Entertainment.
11. The tabulation process should immediately begin after each category has concluded. If contestants are divided into groups, then the tabulation process should immediately begin after a particular group has concluded a category.
12. If there are more than 6 contestants, promoters are strongly encouraged to have two score sheets for each category, each containing one half of the contestant numbers. Then, when one half of the contestants have completed the category competition, the score sheets should be collected, and the tabulation process should immediately begin.

At the request of the Promoters, to MAD ANGEL Entertainment, the official version of the Score Sheet Automated Tabulation program can be utilized, rather than the manual score sheet tabulation. It should be noted however, that all the above helpful hints and instructions should be followed to ensure there are no tabulation errors.

Help List for Miss Gay America Pageant Promoters

BEFORE THE PAGEANT.

Budget prepared?

1. Does budget project a positive cash flow? Your budget should include but not limited to:
 - a. Pageant franchise fee
 - b. Advertising
 - c. Location of pageant
 - d. Entertainment expense
 - e. Prize package
2. If the current budget does not include a positive cash flow projection, when do you anticipate the breakeven point?
3. When do you anticipate realizing a positive cash flow? Franchise Agreement sent to the National Office?
4. Contract accepted by the National promoters.
5. Franchise agreement paid to national office?
 - a. If not, have satisfactory payment arrangements been approved by the national office (Promoters from prior year must pay the franchise fee in full, within 30 days prior to your scheduled pageant date).
6. Has date of the preliminary been set with the reigning titleholder?
7. Has all your prelim information been communicated to the national office for the website?
8. Have you received a copy of the current Handbook for Promoters? • Have you read the handbook?
9. Do you and your staff have a clear understanding of the regulations?
10. If you are a closed state pageant, have you provided your city preliminary promoters with a Franchise Agreement and Promoters Handbook, specific to your pageant?

Advertisement

1. Have you made decision as to what forms of advertisement to use?
2. Posters?
3. Flyers?
4. Website or use of the complimentary Miss Gay America website/webpage?
5. Mass email?
6. Radio or television advertisement?
7. Word of mouth at various shows and other pageants?
8. Entertainers and formers booked?
9. Be certain to use the entertainers detailed in the handbook
10. Has national office approved any entertainment exception requests?
11. Have all entertainers been reminded of the Entertainer Requirements detailed in the Promoters Handbook?
12. Organize your contest agenda?

13. Clock the presentation, entertainment and coronation/awards ceremony to ensure a reasonable time length of your contest. Please keep in mind that most promoters wish to cancel performance numbers at the end of the contest, however, this is the most crucial to complete score tabulation and to allow Miss Gay America to prepare for the crown song, therefore, promoters are encouraged to greatly limit performance numbers at the beginning the pageant, rather than to cancel performances near the end of the contest.
14. Who will distribute awards?
15. Who will emcee?
16. Who will entertain?
17. How many performances?
18. Have entertainers been advised if you wish to prohibit ballads, other than your reigning titleholder and the reigning Miss Gay America, being allowed to perform a ballad?
19. Have you reviewed the suggested schedule, located in the Promoters Handbook, to ensure that the Miss Gay America will have ample time to finish score sheet validation and prepare for the "crown song"?
20. Do you have a stopwatch for Personal Interview? Have you assigned someone to keep time for Personal Interview?
21. Is there a registration deadline advertised? (The registration deadline should be reasonable to in case, shall the registration deadline be greater than 10 days prior to the contest)
22. Select and orientate judges.
 - a. Diversify your selection of judges.
23. Provide category descriptions, sub-category and scoring procedures far in advance of the contest.
24. Be certain that judges understand appropriate etiquette and other judges' information, including but not limited to appropriate attire and behavior, as detailed in the Promoters Handbook
25. Select alternate judges for last minute cancellations.
26. Be certain that judges understand critique purpose and procedure.
27. Be certain that judges are informed of expectations of them during their service to your contest.
28. Report the listing of judges to the national office in advance of your contest.
29. Has someone been selected to serve as a Judges liaison to ensure the judges needs are met?
30. At your contest, provide the judges with a "Judges Book" which should include:
 - a. Score sheets (both preliminary and Top 10, if applicable) 2. Judges Worksheet
 - b. Category descriptions
 - c. Judges' information
 - d. Pageant schedule
 - e. Appropriate scoring correction procedures

Prepare the contestant application package to include:

1. Hard copy of the application which should be available upon request as you should encourage state/regional contestants to use the electronic version of the application. (You are required to use the application that is in the handbook whereby all you need to do is to customize to your contest)
2. Host hotel information
3. Location of the contest
4. Stage dimensions (diagram of the stage if possible)
5. Schedule of the contest with roll-call time and location
6. Categories for competition
7. Category descriptions and scoring of sub-categories
8. Prize package information
9. Theme of the contest and presentation requirement
10. Wear same gown as evening gown for the coronation ceremony?
11. Contract for the winner, and first alternate, if required, or at least expectation of the winner and first alternate during their reign (the requirements noted in the contract should not exceed those noted in the

Miss Gay America Job Description Summary, unless otherwise approved by MAD ANGEL Entertainment)

1. Dressing Room Policy
2. Contestant Release form
3. When entry fee is due and how to pay the entry fee (cash, money order etc)
4. Are you having a Photogenic contest? If so, have contestants been notified of rules?
5. How do you plan to validate eligibility to enter?

Has all of the required information, as noted on your complimentary web page, of the www.missgayamerica.com website been provided to the national office? (Should be provided not later than 30 days prior to the contest)

Will you have a souvenir program?

1. Prepare budget based on program size, style and quantity
2. Obtain price quote to create and print the souvenir program
3. Gather photos you want in the program to avoid last minute printer deadline pressure
4. Sell ads according to budget
5. Selling the souvenir programs or will they be complimentary?

Plaques, trophies, crowns and certificates

1. Order these items well in advance of the contest to ensure no last minute errors
2. Make certain the crown is received from the National office
3. Certificates can be completed all but the name of the recipient of each award

Need a choreographer for presentation?

Have all the contestants, formers and others participating in your "on-stage production" been informed of apparel requirements?

Have you checked the Suspended Contestant Registry? Available through the national office and on the Promoter's Portal, for those who CANNOT enter your, or serve in any capacity to your contest?

Will you have an official photographer?

Are the on-stage questions prepared?

Do you have "tiebreaker" Stage Interview questions prepared?

Who will be assigned to make certain competition music is within guidelines (one track per CD submitted, 3-minute Presentation limit, 7-minute Talent limit)?

Who will supervise back-stage activity?

Who will serve as an Entertainer liaison?

The Miss Gay America Pageant Help-list For Promoters-continued

Are back-stage (contestants, dancers etc.) passes prepared? Are Media passes prepared?

Are Staff passes prepared?

Who will supervise contestant dressing rooms?

Who will supervise entertainers dressing rooms?

Is there an "on-stage" broom available to clean the "drag droppings" from the stage? Is someone assigned to randomly clean the stage? Are emcees reminded to watch the stage for "needed clean-up?"

Who will maintain time of prop set-up and take down for talent?

Who will assist the contestants and entertainers, with entry and exit regarding the stage (if there are steps...)

Who is maintaining the master notation of administrative point deductions, including those administrative point deductions for final night competition?

Who will time Evening Gown, Talent, and Prop set-up for talent?

Have you arranged for contestant on-stage talent rehearsal time with location of pageant?

Establish who will tabulate scores.

- Make certain the tabulator meets with the reigning Miss Gay America in advance of the pageant to establish when scores will be tabulated

Have you advertised all contest information including but not limited to:

- Registration deadline
- Entry fee (also an "early bird" entry fee?)
- Theme of contest including presentation requirements
- Categories of competition

Have transportation arrangements for Miss Gay America been planned and assigned?

Who is responsible to monitor roll-call time?

Have you provided all the required information, as noted on your pageant webpage of the www.missgayamerica.com website, including prize package? Remember, your pageant cannot occur, until all required information has been provided to MAD ANGEL Entertainment.

For Closed-State Pageant Promoters

- Have you provided a copy of the Handbook to you City/Metropolitan preliminary promoters? (Remember that the city/metropolitan preliminaries MUST mirror the regulations of the State

contest). The City/Metropolitan Preliminary Handbook can be altered to reflect the name of the State contest, but there shall be no other regulation changes without receiving permission from the national office)

The Miss Gay America Pageant Help-list For Promoters-continued

- Have you executed a Franchise Agreement with you City/Metropolitan preliminary promoters? (Remember that the city/metropolitan preliminaries MUST mirror the regulations of the State contest. The Franchise Agreement can be altered to reflect the name of the State contest, but there shall be no other regulation changes without receiving permission from the national office)

The Panel of Judges

If you are a new promoter to the system, you are required to use at least one Miss Gay America Advisory Board Member as judge (Lead Judge) have you made the selection in advance and cleared the date with the Advisory Board member of your choice?

Have the Judges been trained well in advance of the pageant?

Has a time for Judges Orientation been scheduled? Be certain that Miss Gay America and your reigning titleholder is present for Judges Orientation...

Has someone been assigned duty of judges' liaison? A judge liaison should be certain the judges have everything they need including beverages (no alcoholic beverages whatsoever), ample lighting.

Who will collect the judges score sheets and provide to the tabulator?

Has a lead judge been designated? Does the lead judge know his responsibilities? The lead judge should be the most experienced and very well versed on judging in the America system....

How will you conduct Personal Interview (example: will the judges randomly ask questions, or will the questions be asked from the judges, in seating arrangement order?)

Have the judges been advised (far in advance of the date of the contest) of:

- Category descriptions, Proper Scoring Procedures
- Schedule of pageant events
- Judges' etiquette and other information (including appropriate apparel)

Are alternate judges selected to avoid "last minute" stress"?

Are you prepared to discuss in detail, appropriate critique procedures.... (i.e., critique session should not be just a "praise session" to contestants, it should be constructive to inform as to why contestants did not score higher and should also be used as preparation for the national competition)

Have you selected 5 judges for a state/regional OR 3 judges for a city preliminary?

How will you conduct critique (example: one judge will cover one category and the remaining judges will "add to" comments not "repeat" them)

Who is assigned responsibility to monitor behavior of the judges, to ensure compliance with appropriate etiquette of the judges?

Tabulator

Has a qualified tabulator been acquired?

Has the tabulator been orientated with the scoring procedures, including verification that all score sheets were properly completed/signed/dated, and that errors were corrected according to the correction requirements noted in the Handbook?

The Miss Gay America Pageant Help-list For Promoters-continued

Has the tabulator been advised that scoring tabulation should occur during the competition, as each category is concluded (mid category completion, when possible) rather than waiting until the last category has concluded, to begin tabulation? For multiple day preliminary pageants, during your final night competition, the judges should have two score sheets for each category, each containing one-half of the number of contestants they will judge. Then, when one-half of the contestants have concluded competition in a particular category, that score sheet should be collected and provided to the tabulator for immediate tabulation, provided that the final night competition contains more than 5 contestants).

Has the tabulator been specifically instructed that any irregularities, should be immediately brought to the promoter's attention?

Has the tabulator been reminded of the strict confidentiality of scores, that is, scores should not be discussed with anyone except the reigning Miss Gay America and the Promoter, unless otherwise instructed by MAD ANGEL Entertainment or Miss Gay America.

Registration

- Establish procedure for contestants to “draw contestant numbers”. For closed-state pageants, you will want to provide a “back-up plan or a fill in the gap” in case all qualified contestants do not register.
- Establish who will primarily conduct the Judges Orientation and be certain that the reigning Miss Gay America is present to speak with the judges (your option is to have the reigning Miss Gay America conduct the judge’s orientation)
- Establish who will primarily conduct the Contestant Orientation/Registration and be certain that the reigning Miss Gay America is present to speak with the contestants (your option is to have the reigning Miss Gay America conduct the contestant orientation)
- Will you provide refreshments at registration?
- Have you organized the day’s events, to include talent rehearsal?

Let the contest begin.

- Make every effort to begin on-time
- Monitor dressing rooms
- Monitor contestant and entertainers’ behavior
- Monitor judges’ behavior
- Make certain that the reigning Miss Gay America is aware of potential problems
- Be helpful to the reigning Miss Gay America to ensure he can visit with contestants, audience members and watch the contest (beside the judges)
- Be sure that the reigning Miss Gay America has plenty of time to verify scores and to perform
- Make every decision based on what is in the best interest of your contest and the Miss Gay America and Miss Gay America FEM system.

Advise Miss Gay America about every pertinent decision to ensure he can assist in keeping a smooth contest.

- Establish who will present awards during the coronation/award ceremony
- Announce location of critique (also procedure and etiquette). Reiterate to the judges, the importance of an effective critique. (Provide do's and don'ts for critique)
- Constantly check on contestants, judges, and entertainers to be certain all reasonable needs are met
- Who will post several copies (or provide a copy to each contestant) of the Master score sheet, for contestant review
- Has the schedule been reviewed whereby Miss Gay America will have ample time to prepare for his performances AND validate the scores.

At the conclusion of the contest.

- Post master Score Sheets in the contestant dressing room OR provide each contestant with a copy of the Master Score Sheet
- Post the Administrative Point Deduction Summary beside the Master Score Sheet (in the contestant dressing room)
- Remind contestants of the location of the critiques
- Has someone been assigned to monitor the flow of critiques including timing to ensure that the 10 minutes limit is not exceeded.

After the contest.

- Prepare the Promoters Pageant Report within 10 days of your contest
- Thank you notes to contestants? Judges? Entertainers?
- Make photos of the winner and alternate for your contest and be certain that the national office has current photos of your winner and alternate, to note on the website.
- Console contestants as you hope they will return to your contest next year should they note qualify for and win the national contest.
- Make judges available to the contestants for further critique if needed
- Prepare BOTH your winner and first alternate for the nationals. Provide advice and if you feel as if you need third party advice, make every effort to assist (your reputation as a promoter is crucial to the future success of your contest)
- Call your contestants weekly to see if you can help them in anyway, answer questions etc.
- Send cards/notes to them to motivate them for competition at the nationals to let them know how proud you are to have them as representative of your contest.
- Attend the national competition and assist them in any way possible, as they need much more help than just financial help
- Immediately ask contestants to provide you with promotional photos for your ad in the national souvenir program. Ask for at least two photos, one for your ad in the national program and one for the contestant gallery of the national program. (Remember that photos of your 1st alternate cannot be in a crown so you may have to "airbrush" a crown photo, if that is all you can obtain)

- Prepare your ad for the national program and submit to the national office, within the guidelines set by the national office
- Immediately notify the national office of any problems or potential problems
- Be sure that the Host Hotel accommodations for your contestant are secured
- Be sure that your contestants received all the information that has been communicated by the national office.

After the nationals.....

- Let your representatives know how proud you are of them
- Should your representative not win the national title, then critique their national competition and encourage them to return to competition
- Keep in contact with your 1st alternate as well (should they not win the national competition; they may return to your pageant and will also prove to be a very strong referral source for future competitors
- Get ready for the next year of competition of your preliminary pageant

Dressing Room Policies

All contestants and their assistants, and promoters must adhere to these policies. Violations of these policies will result in Administrative Violation Point (AVP) deduction sanctioned against a contestant and/or termination of competition. Contestants are responsible for the actions, conduct, and the consequences of those actions and conduct of their helpers, assistants, dancers, actors, etc. Any variations from the standard Dressing Room Policy should be clearly communicated with the contestants at the time of registration.

- Smoking will not be allowed in dressing rooms.
- Only one (1) assistant per contestant will be allowed in the dressing room(s) at any time, unless uniformly approved by the promoter.
- One (1) pass will be given to each contestant. This pass must be shared among the assistants. If a pass is lost, a new one may be purchased for \$10.00. Until the new pass is issued, the contestant assistants will not be allowed to be in the dressing room(s). Only one pass per contestant will be allowed to be in use at any time. Revocation of all dressing room privileges will be the penalty given to any contestant whose assistants are found to be using more than one (1) pass at any time.
- All persons without a pass will be removed from the location of the pageant should they attempt to enter the dressing room(s)
- No beverages of any kind (including water) are allowed in the dressing rooms at any time.
- Dancers in Talent Presentations will not be allowed in the dressing room(s) until two (2) contestants before them. (Example: contestant #6 is performing then contestants #8 dancers will be allowed into the dressing room(s), unless otherwise uniformly approved by the promoter.
- As soon as your talent is completed, dancers will vacate the dressing room immediately.

- During the course of the pageant, there will be many people at any given time in the dressing room(s). For this reason, there will be one person in charge of each dressing room. This individual will have the ultimate decision as to who is allowed to enter the dressing room. The dressing room monitor will be allowed to escort any individual out of the dressing room at their discretion.
- Contestants/Entertainers may bring their own mirrors, although stations will have at least one mirror available.

Miss Gay America Preliminary Schedule Recommendation

Overture

1 Opening Number and Introduction of the reigning preliminary Titleholder-

2 Parade of Contestants

3 Introduction of former preliminary titleholders 2006-former preliminary titleholder 2005-former preliminary titleholder 2004-former preliminary titleholder 2003-former preliminary titleholder

4 Presentation of the reigning Miss Gay America (who usually speaks at this point)

5 Announcement of the Panel of Judges

6 Entertainment

7 Entertainment-reigning Miss Gay America

8 Entertainment

9 Entertainment

10 Presentation Competition

11 Entertainment

12 Entertainment

13 Entertainment

14 Evening Gown and On-Stage Question Competition

15 Entertainment

16 Entertainment

17 Entertainment

18 Talent Competition

19 Entertainment

20 Entertainment

21 Entertainment

22 Entertainment-reigning Miss Gay America crown song

23 Farewell performance of the reigning titleholder

24 Awards Ceremony/Coronation Ceremony

In effort to realize greater efficiency within preliminary competition, the above is a recommended schedule for preliminary pageants. This recommended schedule allows ample time for contestants to prepare for each category, and should also afford the reigning Miss Gay America, with sufficient time to perform all his required duties. If there are greater than six (6) contestants, it is recommended that the judges have two separate score sheets for the final category, each containing one-half of the contestant numbers. Then, the first half of the final category contestant scores can be provided to the tabulators and when the remaining

contestants have finished the last category competition, the tabulators can conclude their tabulations, which should minimize the last-minute stress of the scoring finalization. The above schedule can also serve as the Performance List to provide to the Sound Technician staff and will serve as a cross reference verification of all properly labeled Performance Music.

Contestant Registration Orientation Agenda

- Roll call
- Announce speakers (reigning titleholder, national titleholder, promoter)
- Introduction of staff (usually wearing staff badges)
- Review the Contestant Release Form (including role of 1st alternate)
- Contracts for winner and first alternate
- Contestant numbers (draw number and give time to exchange, if needed)
- Hotel and Staff courtesy
- Parking Accommodations
- Souvenir Program
- Category descriptions
- Presentation winner (who will vote on the winner)
- Dancers-Performer Release form will be signed after Registration or prior to your talent number...
- Go to Promoters or backstage liaison for problems.
- Must have badges/passes to get into the Club...
- What time can contestants enter dressing room.
- Dresser must have "Backstage Pass".
- Dancers and dresser must pay admission.
- Introduction of the Judges
- General Roll call- give them application back and to write number on
- Prop Load In time and procedures
- Contestants number drawing (contestant writes number on application)
- If required, do not leave the stage area for competition (also for entertainers)
- We will take intermission if needed, otherwise we still move quickly through the competition.
- Please communicate any needs with the pageant director, promoter, or Miss Gay America
- Dressing room policy (no drinking or smoking backstage)
- Tour of Dressing Rooms and facility (clearly marked doors) ...
- Badges/passes for all? Dressers must have then.... (Promoters, Entertainers are the only people allowed backstage without a "Backstage Pass")
- Location of Personal Interview and Personal Interview category description
- Review Personal Interview category.
- Review Evening Gown category
- Review Presentation category (no fire or animals)
- Review Talent category (no fire or animals) ...
- Review On-stage question (this will also be a tie breaker question)
- Administrative Point Deductions (1 per infraction, except when a liquid, powder, or other substance impacts

the stage conditions ((see Administrative Point Deductions as described in the handbook)) 100 points will be deducted)

- After the pageant (on final night)
- Critiques in contestant number order
- 10 minutes only session
- Score sheets will be posted in the dressing room (Master)
- Location of critique/Appropriate behavior during critique
- Wear same gown as evening gown competition for crowning?
 - Wear hair for crowning that will look good in photos, not a hairstyle that is too large for the crown to fit over.
- Must be present for coronation.
- Pageant schedule including roll call time (any changes? communicated with all contestants?)
- Has your music been submitted?

Miss Gay America Judges Orientation Agenda

- Introductions of all judges
- Brief speech by reigning titleholder and Promoter
- Always wear badges to let contestants know they should keep their distance from you
- Identification of the Lead Judge
- Judges Etiquette
- What are we looking for in a Miss Gay America?
- Articles by MAD ANGEL that clearly detail each category.
- Category Descriptions-Personal Interview- Presentation -Evening Gown-On Stage

Question-Talent

- Judges Worksheet
- Score sheets
- Proper Scoring Procedures Score sheets.

1. Use block style numbers.
2. Total scores if you wish but add correctly.
3. Do not round unless you feel the need...score exactly as you think.
4. Develop your own technique of scoring but score each contestant consistently (example deduct ten points for missing beads but do it consistently)
5. Score contestant #1 the exact same as the final contestant ...
6. When completed fold the sheets in half and promoter or another designee only will collect.... unless you are otherwise instructed.
7. Worksheet scores must parallel with the score noted on the Score Sheet
 - Correction procedures
 - Review Entertainer Regulations (to emphasize what is expected of titleholders in the system)
 - Do not let any detail go un-penalized.
 - Do not "look down" to make notes DURING Talent or Presentation
 - Do not let emcees rush you but you should have plenty of time to judge.

- Emcees are told to watch the Lead Judge so you should inform the Lead Judge if you are having any problems. The Lead Judge will flashlight at emcee to indicate they are ready.

Judges' critiques

1. Use Judges Comment Sheets
2. All your scores will determine the winner, not just one.
3. Critique session must be limited to 10 minutes per contestant (there will be no exceptions).

Contestants who are not in line, at the appropriate time will forfeit their critique privilege. One judge will lead each category...other judges will add to it-only if something different...

1. At the critique session on final night one judge will lead each category...other judges will add to it- only if something different...The critique session will be timed to 10 minutes...there will be no exceptions!
2. We will defend your scores, but you must remain unified in the overall rankings as this is an accumulative scoring system.
3. No matter how many times you have seen a particular gown, talent, or contestant, you are to judge what you see in front of you.
4. Do not discuss your scoring after the pageant with anyone, including other judges...Many have been offended at discussion from other judges concerning comments made after critique.
5. Make yourselves available to the contestants after the pageant.
6. Be accessible to the contestants after the contest for further critique.
7. Arrive at the location of the pageant at what time?
8. You may attend the Revue Show, if applicable, but remember appropriate Etiquette
9. Cellular phones must be turned off, during all phases of competition.