

TIPS FOR PREPARING A DIGITAL FLOWER SHOW BOOK OF EVIDENCE

Authored by: Deb Stumpf June 2024

1. PLAN AHEAD

Appoint a capable club member to be your show photographer. Make sure that they have a list of all the awards and take pictures of them all. Have several shots of everything so you have the clear photos you will need. Also take good pictures of the staging, horticulture, designs and educational exhibits.

2. READ UP

Read all the Flower Show Achievement Award information on both the GCFP and NGC websites.

Run off a copy of the NGC Flower Show Achievement Award Evaluation Form. Use

NGC website

Awards and Grants

Award application details

Award Category--Flower Show Achievement

Here you will find all the forms you will need and an excellent example of a Book of Evidence.

GCFP website has information in the awards manual page 16-17.

3. COMPOSING YOUR DIGITAL BOOK

Files can be sent to me in two ways--email or copied to a flash drive and mailed.

Both are acceptable. If you are emailing the file please convert it to a PDF. This compacts the file and makes it easier to email. Make sure you check the file after you convert it to make sure the spacing and pages are correct. Copying your file to a flash drive does not require you to convert it to a PDF. If you mail it, it will be returned to you. Make sure the file can be added to. Do NOT send a READ ONLY file. I will be adding the judges evaluations to the files.

4. WHAT TO INCLUDE

One GCFP application and one NGC application

Cover label

Title page

Table of Contents

Show Description

Show Data

Clear pictures of everything including the staging

Before and after Publicity

NO MORE THAN 20 PAGES

You MUST include a DIGITAL copy of your schedule

Good luck with your books. I look forward to seeing them.

Please email books to: Logansmimi56@yahoo.com

Mail books to: Deb Stumpf

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