



**National Garden Clubs, Inc.
Flower Show School
SCALE OF POINTS FOR EVALUATING
STANDARD FLOWER SHOW SCHEDULES**

Form 29-(7/22)

Use this evaluation whenever NGC Flower Show schedules are reviewed for accuracy. This includes schedules Student Judges writing for credit.

For correcting student schedule, please include the following information:

State _____

Show Title _____

Student Number _____ **Directive Number** _____

Date assigned _____

I. REQUIRED FORMAT14 pts. _____

- A.** Cover and/or title page
- B.** Table of Contents; all pages must be numbered.
- C.** Committee Chairmen with phone numbers listed (names/numbers).
- D.** General Rules (those rules that apply to the entire show).
- E.** NGC Standard System of Awarding (stated in full per HB pg. 5).
- F.** NGC Top Exhibitor Awards, local or special awards being offered (stated in full or with HB page references).
- G.** Divisions-order is determined by staging with required Divisions taking priority.
 - 1.** Division I: Horticulture or Design (required) (may include an invitational section)
 - a. Specific Division rules (that apply only to this Division)
 - b. Sections and Classes
 - 2.** Division II: Horticulture or Design (required) (may include an invitational section)
 - a. Specific Division rules (that apply only to this Division)
 - b. Sections and Classes
 - 3.** Division III: Educational Exhibits (optional)
 - a. Specific Division Rules (that apply only to this Division)
 - b. Sections and Classes
 - 4.** Division IV: Youth/Sponsored Groups (optional)
 - a. Specific Division Rules (that apply only to this Division)
 - b. Sections and Classes
 - 5.** Division IV: Botanical Arts (optional)
 - a. Specific Division Rules (that apply only to this Division)
 - b. Sections and Classes
 - i. Botanical Arts Horticulture
 - ii. Botanical Arts Design
 - iii. Botanical Arts Artistic Crafts
 - iv. Botanical Arts Photography
 - 6.** Others: exhibits that do not apply toward an NGC Flower Show Achievement award (such as invitational, commercial, plant exchange/sale)
 - a. Specific Rules (that apply only to these exhibits)
 - b. Sections and Classes

II. TITLE PAGE OR FRONT COVER6 pts. _____

Title of the flower show (appropriate), State below title: an NGC Standard Flower Show, an NGC Small-Standard Flower Show, an NGC Horticulture Specialty Flower Show, an NGC Design Specialty Flower Show, an NGC Petite Standard Flower Show, an NGC Petite Small-Standard Flower Show, an NGC Petite Horticulture Specialty Show, an NGC Petite Design Specialty Show or an NGC Youth Standard or Small Standard Flower Show.

- A. **State:** name of club/group/organization presenting the show.
- B. **State:** location of show. (complete address with phone number)
- C. **State:** dates (month/day/ year) and times show will be opening and closing.
- D. **State:** open and free to the public, open and parking/admission price, or by invitation.
- E. **State:** member of NGC, regional name, state, district number, name of local affiliation.

III. GENERAL RULES (THOSE THAT APPLY TO THE ENTIRE SHOW) 10 pts. _____

- A. **State:** "This Flower Show conforms to the standards established by National Garden Clubs, Inc. (NGC). The *Handbook for Flower Shows* (HB), 2017 edition, with revisions posted on the NGC website, is the authority for all issues not covered by the schedule, which is the Law of the Show."
- B. **State:** The following information:
 - 1. Who may enter an exhibit/s in each Division.
 - 2. Date/s, time, and place for accepting entries.
 - 3. Date, time, and place for removing exhibits.
 - 4. Time judging will begin.
- C. **State:** Complete procedure for making entries (if procedure varies from division to division, then state in division rules).
 - 1. When, where, how and from whom the entry cards are available.
 - 2. Cards filled out in advance (typed, in water-proof ink, with labels or pencil).
 - 3. Registration may be online: **State:** "All entries with the required entry card information must be sent to the appropriate entries chairman by (date) in order to be computerized." **Or:** "Exhibitors are required to bring list of all entries with the required entry card information on the day of the show."
- D. **State:** "The Classification Chairmen for each Division checks exhibits for conformity to the schedule prior to judging. Final determination for conformance is the judges' responsibility."
- E. **State:** "The General Chairman and the Classification Chairmen for each Division are available during judging for possible consultation. They, along with the judges and clerks, are the only personnel allowed on the floor during judging."
- F. **State:** "The decisions of the judges are final. Awards may be withheld if not merited."
- G. **State:** "There must be an emphasis on fresh plant material; no artificial plant material is permitted in any exhibit in any Division."
- H. **State:** "Each exhibitor is limited to one entry per class, except in the Horticulture Division and the Botanical Arts Horticulture Section if each is a different species, variety, cultivar, type or color." HB p. 25
- I. **State:** "The (name of sponsoring group) will strive to assure the safety of all items after arrival and placement but, is not responsible for any loss or damage to exhibits."
- J. **State:** The state's policy concerning use of state's native plants, noxious plants, and those on the state's conservation list. May include website address.

IV. AWARDS10 pts. _____

- A. **State:** the NGC standard system of awarding is used in all divisions:
 - 1. Only one first-place (blue) ribbon per class or subclass; must score 90 points or more.
 - 2. Only one second-place (red) ribbon per class or subclass; must score 85 points or more.
 - 3. Only one third-place (yellow) ribbon per class or subclass; must score 80 points or more.
 - 4. One (1) or more honorable mention (white) ribbons as merited; must score 75 points or more.
- B. Correctly list all NGC top exhibitor awards offered in the show (with full descriptions, or HB pages referenced).
 - 1. Include: must be highest scoring 95+ blue ribbon winner.
 - 2. Include: minimum number of classes and exhibits required.
 - 3. Identify sections/classes eligible for each award offered and number of awards offered.
- C. Correctly list all local/specialized awards offered in the show.
 - 1. List all requirements for the award/s to include minimum number of exhibits and classes required.
 - 2. Identify sections/classes eligible for each award offered.

V. HORTICULTURE RULES AND CLASSES10 pts. _____

- A. State:** "The NGC exhibit policies are printed in the *Handbook for Flower Shows*, Chapter 6, Exhibiting in the Horticulture Division." (or the policies could be individually listed.)
- B. State:** "The rules for a single species cut or container-grown specimens are listed in the *Handbook for Flower Shows* or its supplement, *Horticulture Exhibiting and Judging*." (or the rules could be individually listed for the specific plant.)
- C. State:** "In order to receive an NGC Top Exhibitor Award, the exhibitor must identify his/her entry by its binomial name or currently accepted scientific designation (consult *Handbook for Flower Shows*, Exhibiting in the Horticulture Division, Chapter 6.
- D. State:** "Entry cards are to be filled out in advance if possible." Specify if cards are to be typed, written using waterproof ink, labels or pencil. Refer to Chapter 6 for a correctly filled out entry card.
- E. State:** "Cut specimens should not have foliage below the water line, except for *gladiolus*."
- F. State:** "If a plant is considered a flowering plant, it should be exhibited as a flowering specimen. Foliage plants may flower but, should be exhibited as foliage plants if they are grown for their leaves."
- G. State:** "Specimens with a class designation in the schedule may not be entered in the 'Any Other Worthy' class."
- H. State:** "The Horticulture Classification Committee Chairman and/or General Show Chairman are free to subdivide classes by color, form, size, cultivar, variety or other distinguishing characteristics."
- I. State:** "The Scales of Points for Horticulture are located in Chapter 14 of the *Handbook for Flower Shows*." The scales of points may also be listed in the schedule.
- J. Specify who is to furnish containers and wedging for cut specimens.**
 - 1. If exhibitor is to furnish, state: clear, preferably colorless, glass bottles.
 - 2. Include type of wedging allowed and if anchoring is allowed.
 - 3. State whether or not double-potting is allowed.

VI. HORTICULTURE SECTIONS AND CLASSES8 pts. _____

- A. Systematic formatting of Sections and classes/sub-classes.**
 - 1. Division and all Sections and Sub-sections are titled reflecting the theme or title of the flower show.
 - 2. All Sections contain at least three (3) specific classes ('Any Other Worthy Specimen' is last class listed, but not considered a specific class).
 - 3. State: required number of specimens per exhibit, stem length, sets of leaves, size restrictions, staging, etc. - as appropriate for each horticulture class/type.
- B. Correct botanical spelling and classes are listed alphabetically in each section by genus/binomial.**

VII. DESIGN RULES AND CLASSES8 pts. _____

- A. State:** "The NGC exhibit policies are printed in the *Handbook for Flower Shows*, Chapter 7, exhibiting in the design division, NGC policies and guidelines." (Or all policies could be listed in the design rules of the schedule.)
- B. State:** "Advance registration with the Design Entries Chairman/Consultant is required by (date)"
- C. State:** "Plant material and non-plant material permitted and not permitted in the Design Division are printed in the *Handbook for Flower Shows*, Chapter 7. (Or they may be listed individually in the schedule.)
- D. State:** "All plant material used in the design must be identified on a card (schedule determines acceptable card size and who is to provide) and included with the entry card."
- E. State:** "The exhibitor is required to conform to the stated descriptions and limitations of the design type if named in the class."
- F. State:** "Rules for design types, advanced design types, table designs, and table appointments are printed in the *Handbook for Flower Shows*, Chapter 7."
- G. State:** "Designer is on his/her honor that the design being entered has not been previously entered or judged in an NGC Standard Flower Show."
- H. State:** "The Scales of Points for Design are located in Chapter 14 of the *Handbook for Flower Shows*." The Scales of Points may also be listed in the schedule.

VIII. DESIGN SECTIONS AND CLASSES10 pts. _____

- A. Systematic formatting of sections and classes with Division, all Sections, and all Classes titled reflecting the theme or title of the flower show.
- B. Dimensions of allocated design space (frame of reference) given for each class. (For shows staged in a home, the furnishings and their placement are described. Schedule must also state an advance viewing date of the show site for exhibitors.)
- C. Description of all staging provided by committee for each Section/class
 1. Color and texture of draping, wall or other background.
 2. State if, when and where designer may obtain specific staging.
- D. List all staging to be provided by designer within his/her allotted space.
- E. **State:** "The designer has the freedom to choose traditional or creative style with any design listed unless restricted by the schedule." (There should be a balance of required design types with freedom of choice.)

IX. EDUCATION RULES AND EXHIBITS6 pts. _____

- A. **State:** "Educational exhibits may be the work of more than one individual or organization unless a Student Judge, or an Accredited Judge is seeking exhibiting credit for preparing an educational exhibit."
- B. If an Educational Top Exhibitor Award is being offered, **State:** "An exhibit must occupy a minimum of eighteen (18) square feet of surface area) For a Petite NGC flower show, state six (6) square feet of surface area instead).
- C. **State:** "Scale of points for Educational Exhibits is listed in the *Handbook for Flower Shows*, Chapter 14" (Alternatively, the Scale of Points may be listed.)
- D. State: Exhibits are competitive or non-competitive
- E. Specify all staging provided by committee.
- F. Listing the exhibits in the schedule:
 1. Schedule lists each exhibit individually as exhibit 1, exhibit 2, etc.
 2. Exhibits are titled with brief descriptions
 3. Names of exhibitors may appear in the schedule only if exhibits are not being judged.

X. YOUTH EXHIBITS/SPONSORED GROUPS RULES AND CLASSES 5 pts. _____

- A. State: Youth Age categories
- B. **State:** "The NGC exhibit policies are printed in the *Handbook for Flower Shows*, Chapter 9, exhibiting in the Youth and Sponsored Groups Division. All policies could be listed in the Youth and Sponsored Group rules of the schedule.
- C. **State:** "Youth exhibits are evaluated using the Horticulture, Design, Education and Botanical Arts Scales of Points."
- D. Describe all staging provided by committee.
- E. Classes appropriate to age categories.

XI. BOTANICAL ARTS RULES AND SECTIONS/CLASSES12 pts. _____

- A. **State:** "All Botanical Arts Horticulture, Design and Artistic Craft exhibits must contain some plant material."
- B. **State:** "No artificial plant material is permitted in any exhibit."
- C. **State:** "The Scale of Points for judging Botanical Arts Horticulture, Design, Artistic Crafts and Photography are listed in Chapter 14 of the *Handbook for Flower Shows*."
- D. **State:** "The rules for Botanical Arts Horticulture are printed in the *Handbook for Flower Shows*, Chapter 10.
- E. **State:** "The general guidelines for all Designs as printed in Chapter 7 of the *Handbook for Flower Shows*, including a card provided by the exhibitor listing plant material used in the design apply to Botanical Arts Design."
- F. **State:** "The rules for Botanical Arts Artistic Crafts are printed in the *Handbook for Flower Shows*, Chapter 10."
- G. **State:** "The rules for Botanical Arts Photography are printed in the *Handbook for Flower Shows*, Chapter 10."

- H. List the sections and classes individually.
- I. Sections must have title related to overall show theme; classes must have titles related to overall show theme except for those in Botanical Arts Horticulture sections.
- J. Describe all staging provided by committee and/or exhibitor.

XII. OTHER (DO NOT COUNT TOWARDS THE FSAA).....1 pt. _____

- A. Specific rules (that apply only to these exhibits)
- B. Classes
 - 1. Commercial
 - 2. Invitational
 - 3. Others

MAXIMUM SCORE 100 pts.Total Score _____

NGC Schedule Corrections Chairman _____

COMMENTS: