

Miss Birmingham Cahaba Valley Hidden River Covered Bridge Org

Application and Agreement for Contestant Participation In & Statement of Understanding Between Miss Birmingham and Miss Cahaba Valley and Miss Hidden River and Miss Covered Bridge and the Miss Birmingham | Cahaba Valley | Hidden River | Covered Bridge Scholarship Organization

Relationship:

The Miss Birmingham | Cahaba Valley | Hidden River | Covered Bridge Scholarship Organization (*the “Local Organization”*) is a non-profit organization whose express purposes for the winners of Miss Birmingham, Miss Cahaba Valley, Miss Hidden River and Miss Covered Bridge (*the “Titleholder”*) are as follows:

1. The provision of scholarship funds
2. The preparation of the Titleholder to compete in the Miss Alabama program
3. The representation of the Local Organization and the Titleholder in the Miss Alabama program and in the communities/area(s) of service
4. The promotion of the Local Organization and the Miss Alabama & Miss America programs
5. The promotion of the Titleholder’s service initiative

As a result, there are several important principles which are basic to the Titleholder’s year of service with the Local Organization. The Titleholder must recognize that for her entire year of service she will be a public figure who represents the Local Organization and its sponsors, the Miss Alabama and Miss America organizations along with the Birmingham and Cahaba Valley communities at all times. ***Therefore, the Titleholder understands, agrees, and will abide by the following:***

I. General:

- a. Understands that her year of service is the period beginning the date she is crowned and ending the date she crowns her successor
 - i. Should she be selected as Miss Alabama, her year of service as the Titleholder will end on the date she is crowned Miss Alabama, and no successor will be named to her local title
- b. Understands that she is a brand ambassador for the Local Organization, the Miss Alabama and the Miss America organizations at all times, and will conduct herself appropriately in public and private, embodying and exhibiting the four (4) points of the crown and the five (5) pillars of the Brand
 - i. Will maintain personal grooming and proper attitude wherever she may be – on campus, at an extracurricular activity, in public, while driving, at a scheduled interview practice or other meeting, or at an appearance
- c. Understands that she must always be gracious and respectful to the Local Organization, the public, friends, family, chaperones, and sponsors. *There will be no exception to this rule*
- d. Understands the Local Organization is a supportive body, and will collaborate with and assist the Titleholder throughout her year of service to be her best at all times
- e. Will actively listen to advice from the Executive Director and Assistant Director, and have interactive discussions regarding furtherance of her service initiative, appearances, fitness routine, interview skills, and talent presentation
- f. Understands that the Local Organization will strive to help the Titleholder represent the community to the best of her ability
- g. Will refrain from the use of profanity or other questionable/inappropriate language and all inappropriate conduct/behavior during her year of service – both public and private, including social media (as defined in §IV below)
 - i. Questionable/Inappropriate conduct/behavior is defined as: any conduct or behavior that includes, infers or implies sexual content of any sort, profanity, abbreviations that indicate profanity or bias, gossip, infers or implies alcohol use and/or drug use, or politically biased, racially biased, sexually biased, gender-biased or geographically biased behavior, language, material or content
- h. Will refrain from the use of alcohol, drugs, and tobacco and will maintain a healthy lifestyle, good physical fitness, and healthy eating habits throughout her year of service in keeping with #MissAmericaFit
- i. Understands that the Titleholder is solely responsible for **a)** claiming any scholarship money awarded, and **b)** abiding by the *Scholarship Rules* governing scholarship awards
- j. Understands that failure to meet a scholarship deadline will result in the scholarship being forfeited

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- k. Agrees to use sponsored gift certificates for photographs, wardrobe, and other items; will discuss with and obtain approval from the Executive Director if a sponsor is not preferred
- l. Will schedule a photo session with one of the sponsor photography studios as soon as possible after being awarded the title of Miss Birmingham, Miss Cahaba Valley, Miss Hidden River or Miss Covered Bridge
 - i. Will provide the Executive Director with professionally photographed and edited, high-resolution digital (minimum of 300-dpi) competition headshots both with and without the crown, within four (4) months or 120 days of being crowned as a Titleholder of the Local Organization
- m. Will not drastically change her physical appearance (hair color or length, weight gain or loss, etc.) without first discussing with the Executive Director, unless ordered by a physician for health reasons
 - i. If ordered by a physician, the Titleholder agrees to disclose the related situation to the Executive Director, who agrees to keep the information confidential
- n. Will meet with the Executive Director *no less than weekly* (either by phone, video conference, or in person) during her entire year of service
- o. Understands that thank-you notes are to be hand-written by the Titleholder and mailed within 24 hours of an appearance and within 24 hours of receiving any donations from sponsors or gifts from supporters received at any time prior to or during Miss Alabama week, including those sent by the Local Organization
- p. Understands that if any information submitted to either the Local Organization or Miss Alabama is determined to be untrue – the title, the right to compete in Miss Alabama, and all prizes will be forfeited, and any scholarship funds and prizes must be returned to the local Scholarship Organization in full by the former Titleholder
- q. Understands that while holding the title of Miss Birmingham or Miss Cahaba Valley or Miss Hidden River, she is ineligible to compete in any other pageant or competition system (i.e., USA, National Sweetheart, etc.) according to section 5.4 of the MAO Application Agreement
- r. Understands that any regression from the rules set forth in this contract and the MAO state/local contract she has already signed can result in the title and the right to compete in Miss Alabama being forfeited

II. Communication:

- a. Understands that all communications and decisions will be made solely between the individual Titleholder and the Executive Director and Assistant Director
- b. Understands that the Executive Director expects and encourages frequent communication and will promptly respond to texts, emails or phone calls from the Titleholder
- c. Will frequently and consistently communicate with the Executive Director and Assistant Director for her entire year of service
- d. Will monitor texts and e-mails and will respond promptly (within a *maximum* of 8 hours) to all communication from the Executive Director, Assistant Director or Board members
- e. Will communicate and develop a relationship with her Rising Star(s), Teens and sister Titleholders over her year of service via electronic and in-person communications
- f. Will support her Teens and sister Titleholders throughout her year of service
- g. Will let the Executive Director know immediately if she feels uncomfortable with any appearance, wardrobe selection or talent selection. Furthermore, the Titleholder agrees to bring any other concern to the immediate attention of the Executive Director so that a satisfactory resolution may be reached for all parties involved

III. Preparation:

- a. Understands that the Local Organization will provide ample preparation opportunities for the Miss Alabama competition. The Titleholder must be willing and available to utilize these opportunities to develop her skills for success
 - i. If the Titleholder does not wish to take advantage of the preparation offered by the Local Organization, she will a) discuss the reasons for this decision with the Executive Director and Assistant Director via Zoom or

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- in-person meeting, and b) will send an opt-out email with explanation to the Executive and Assistant directors with a copy (cc:) to all board members and the state field director
- b. Will consult the Executive Director regarding all state paperwork deadlines, appearances, wardrobe selections, competition events and performance requirements prior to the deadline or appearance
 - c. Understands, has a true belief in, and is ready to execute on her service initiative every day
 - d. Will attend weekly interview practice leading up to the Miss Alabama Competition, as scheduled by the Executive Director
 - e. Will not have any type of coaching or outside help, advice, or influence in preparing for the Miss Alabama Competition, with the exception of talent coaching, unless disclosed *in writing* and approved by the Executive Director
 - f. Understands that her talent selection for Miss Alabama must be approved by the Executive Director:
 - i. Each individual Titleholder must discuss and perform her selection for, and obtain the Executive Director's approval, prior to Miss Alabama Contestant Orientation in March

IV. Social Media:

- a. Understands and uses social media tactically and strategically to promote:
 - i. The Titleholder's Service Initiative
 - ii. The Local Organization
 - iii. The Miss Alabama Organization
 - iv. The Miss America Opportunity
- b. Understands that during her year of service, all content, in any form, posted to any social media platform, existing or new – *including all personal and titleholder accounts* – must be wholesome in nature, having no questionable/inappropriate content or material as defined in §IV.h
 - i. Wholesome content is defined as:
 - a. Promoting mental wellbeing
 - b. Promoting physical wellbeing
 - c. Promoting decent, moral, trustworthy, prudent, and law-abiding behavior
- c. Will create and maintain Titleholder social media accounts using the correct naming convention set forth by Miss America (ex. missbirminghamal), will tag the Local Organization (@missbhmcvhrorg) and post regularly to these accounts for the following:
 - i. All fundraisers, service initiative & other community service endeavors and appearances
 - ii. All Local Organization events and appearances
 - iii. All Miss Alabama social media calendar posts and competition information
- d. Will post regularly to her Titleholder and personal pages to ensure consistent publicity during her year of service
- e. Understands that she, as the Titleholder, is responsible for creating and posting content *herself*, to the aforementioned social media accounts
- f. Understands that any and all social media accounts - such as TikTok, Snapchat, Instagram, Linked In, Threads, Meta, X (formerly Twitter), WhatsApp, and Facebook - are public forums, that the reputation of the winner and the competition is affected by the content posted, and all accounts (personal and Titleholder) will be monitored for content by the Executive Director
- g. Will promptly accept the Executive Director and each Board Member as a friend or follower on all social media accounts
- h. Understands that use of questionable or inappropriate material on personal and Titleholder social media accounts is *strictly prohibited*:
 - i. Questionable/Inappropriate material is defined as: *any post, tweet, text, meme, background music, music, video, or photo – shared or authored – that includes, infers, implies or contains sexual content of any sort, profanity, gossip, abbreviations that indicate profanity or bias, infers or implies alcohol use and/or drug use,*

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- or politically-biased, racially-biased, sexually-biased gender-biased or geographically-biased behavior, language, material or content*
- ii. Any posts containing such material should be immediately removed from personal accounts *prior* to the Miss Birmingham & Miss Cahaba Valley & Miss Hidden River competition
 - iii. Understands that without exception, *all* social media accounts should remain free of questionable posts or inappropriate material during the entire year of service as a Titleholder in the Local Organization

V. Miss Alabama Required Paperwork, Photographs & Functions:

a. Required Paperwork:

- i. Will meet all deadlines set forth by the Miss Alabama competition for all state materials, including but not limited to fact sheet, service initiative essay, photos, community service notebook, transcript, talent clearance, talent music, wardrobe card, and all contracts
- ii. Understands that she, as the Titleholder, is responsible for drafting all state materials and paperwork required for Miss Alabama herself, and that the Executive Director will review and suggest edits as needed during the approval process
- iii. Will send electronic copies of all state required paperwork (questionnaire, information sheet, fact sheet/resume, service initiative essay, talent & fitness intros, etc.) to the Executive Director, and understands that all items must be approved *before* submission to Miss Alabama
- iv. All paperwork must be submitted to the Executive Director for approval a minimum of three (3) days prior to the deadline set forth in the Miss Alabama Contestant Manual or other Miss Alabama directive
- v. Will combine all paperwork into a single email (unless file size precludes) for approval by the Executive Director and when submitted to Miss Alabama
 - a. Will add the Executive Director and the Assistant Director as copied recipients (cc:) on all emails sent to Miss Alabama in regard to paperwork
- vi. Will notify the Executive Director via text, email or phone call on the date any materials that cannot be sent electronically are mailed and/or delivered to the Miss Alabama office
- vii. Will provide the Executive Director a copy of all contestant emails from the Miss Alabama organization, along with any material received at Contestant Orientation via email and/or Google Drive, Dropbox or OneDrive

b. Photographs:

- i. Will review and select all photos taken for use at the Miss Alabama Competition with the Executive Director and Assistant Director
- ii. Understands that all photos (contestant line-up, website, judges' book, and ads) for Miss Alabama must be approved by the Executive Director before being submitted to the Miss Alabama Office

c. Community Service Notebook:

- i. The Community Service Notebook is a requirement of Miss Alabama and must be shown to the Executive Director at least one week prior to submission.
- ii. The Titleholder understands that she is ultimately responsible for the preparation of the Community Service Notebook and the Executive Director will be available for consultation and assistance as needed

d. Functions:

- i. Will arrive at all Miss Alabama required functions (orientation, workshop, gala, etc.) at least 15 minutes prior to start time or at the time set forth by the Director and agreed to by the Titleholder
- ii. Will immediately text or call the Executive Director and the Miss Alabama event coordinator (where applicable) if unforeseen circumstances will make her tardy to any function or prevent attendance. There will be no exception to this rule

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VII. Wardrobe:

- a. Will provide her own wardrobe for appearances and all phases of competition in Miss Alabama
- b. Will provide the Executive Director with a budget for her competition and production wardrobe to ensure that any recommendations from the Local Organization governing body are within that budget
- c. Understands the competition wardrobe is comprised of clothing for all competition phases, appearances and rehearsals during Miss Alabama week, including shoes, jewelry and *undergarments*
- d. Understands that appropriate undergarments *must* be worn at all appearances as the Titleholder including *rehearsals* and all *competition* events at the Miss Alabama competition. *There will be no exception to this rule*
- e. Understands that all wardrobe choices for the Miss Alabama Competition must be approved by the Executive Director and Assistant Director:
 - i. Agrees to promptly schedule wardrobe shopping trips with the Executive Director and/or Assistant Director
 - ii. Will properly groom each item and return it to the sales floor or sales representative while shopping
 - iii. Will not purchase any item for state competition without prior approval from the Executive Director
 - iv. Understands that approval may be obtained electronically with proper photos of the selected item sent to the Executive Director via text while shopping, and receiving approval prior to purchase
 - v. Understands that any changes to the approved state competition and appearance wardrobe must be immediately communicated to, and approval of new selections obtained from the Executive Director
- f. Understands that for every Miss Alabama sponsored event or appearance, a photo of the Titleholder's choice of wardrobe must be sent to the Executive Director and Assistant Director prior to the event or appearance
- g. Will promptly schedule alteration appointments with a pre-approved alterations individual or company as soon as possible after purchasing her competition wardrobe
- h. Will have needed wardrobe items selected and either purchased or in progress/layaway no later than March 31st of the year she will compete in Miss Alabama

VIII. Appearances:

- a. Will cultivate and build relationships for the Local Organization and will build partnerships for the future
- b. Will not accept an appearance request before discussing with and receiving approval from the Executive Director. *There will be no exception to this requirement*
- c. Will not refuse or decline any appearance request prior to discussing with the Executive Director
- d. Will not offer appearance opportunities to sister Titleholders unless previously discussed with and approved by the Executive Director
- e. Will seek out appearance opportunities that promote and support her service initiative
- f. Will arrive at the appearance venue dressed appropriately for the occasion and appearance requirements with appropriate hair, makeup and Titleholder accessories (defined as crown, crown pin and title banner/sash) as agreed upon by the Titleholder and Executive Director for each specific appearance
- g. Will immediately text or call the Executive Director if unforeseen circumstances cause a change in agreed-upon wardrobe items for any appearance or function. *There will be no exception to this rule*
- h. **Titleholder Accessories - Crown, Crown Pin and Title Banner (sash):**
 - i. Understands that there are rules governing the use and wear of the crown, crown pin and title banner (sash) and will abide by these rules as communicated to her by the Executive Director
 - ii. Understands that there may be times when all Titleholder accessories are acceptable or required, and times when only a single accessory is appropriate
 - iii. Understands that her title is not sponsored by any entity other than the Local Organization, Miss Alabama and Miss America and will not add pins or other insignia from personal affiliations to her attire or to the title banner (sash) at any time

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- a. This rule encompasses any and all affiliations and insignia – corporations, sororities, campus organizations, work organizations, philanthropic organizations, and any other organization that is not directly affiliated with the Local Organization, Miss Alabama or Miss America
- iv. Understands that the Executive Director will provide guidance regarding when it is appropriate to wear each accessory element, and the Titleholder will abide by that guidance as provided without exception
- v. Understands that any deviation from the rules as set forth by Miss Alabama or the Local Organization will result in immediate forfeiture of the title and a successor will be named
- i. Will arrive *at least 15 minutes prior* to any engagement or at the appointed time prior to an appearance as set forth by the Executive Director. *Tardiness is not acceptable*
- j. Will immediately text or call the Executive Director if unforeseen circumstances will make her tardy to any appearance. Leaving late is not considered an unforeseen circumstance and will not be considered an acceptable reason for tardiness
- k. Will maintain enthusiasm & approachability at each appearance, engaging with people of all ages and all backgrounds
- l. Will discuss and develop a plan for appearances to further her Service Initiative with the Executive Director
- m. Will discuss all appearance opportunities with and understands that all appearances must be cleared and approved by the Executive Director before each is scheduled
- n. Understands that for her protection, a member of the Local Organization, a parent, or an approved alternate chaperone *must* accompany the Titleholder on any official appearances unless pre-approved by the Executive Director or Assistant Director
- o. Will provide her own transportation to and from scheduled appearances
- p. Will properly prepare herself to successfully meet the requirements of all approved appearances
- q. Will maintain appropriate speech, demeanor and conduct as is suitable for a Titleholder at each appearance and whenever meeting with the public
 - i. Will never take advantage of the host's hospitality at an appearance
 - ii. Will never give the impression that the Titleholder is sick, tired, or bored during any appearance, and will maintain interest, enthusiasm, and sparkle during the entire appearance event, even as she is walking to her vehicle
- r. Will not cancel any appearance for any reason other than illness or school requirements
 - i. Will *immediately* inform the Executive Director and Assistant Director if a conflict in scheduling arises
 - ii. Will write a letter of regret and offer to reschedule immediately if any appearance must be rescheduled or canceled
- s. Will make required appearances listed below as scheduled by the Executive Director and/or the Miss Alabama Board. Under no circumstances may the Titleholder cancel any of the following (with exception of illness or school obligations discussed with the executive director prior to the scheduled appearance):
 - o Scheduled Christmas Parade (December)
 - o Local Teen Sendoff and Best Wishes Reception (February)
 - o Local Organization Boot Camp and Local Wardrobe Check / Approval with Executive Director (May/June)
 - o Miss Alabama Contestant Orientation (March – same weekend as MALT)
 - o Miss Alabama's Teen On-stage Introduction (Sunday Teen Finals)
 - o Miss Alabama Contestant Workshop (as scheduled by Miss Alabama)
 - o Local Miss Best Wishes/Sendoff Reception (May/June)
 - o Miss Alabama Competition (June/July)
 - o Miss Alabama Fashion Show (if named a Semi-Finalist)
 - o Local Competition – to crown successor (1st Sunday in November)
 - o Other appearances as scheduled by and at the discretion of the Executive Director

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- Other appearances as scheduled by and at the discretion of the Miss Alabama Board

The undersigned Contestant:

- By submission of both the Local and State Agreements including supporting documentation attests that the Contestant is a Citizen of the United States who lives, works, or attends school in the State of Alabama
- By submission of supporting documentation meets the age requirements as set forth by Miss America
- Provide a \$50 no-show check to the Miss Birmingham competition as a good faith effort to secure her spot as a contestant.
 - *Is aware that the \$50 check will be returned to the Contestant on the day of the competition*
 - Understands that she must notify the Executive Director of my decision not to compete at least 48 hours *before* the day of the preliminary in order for the check to be returned if she does not compete in the Local Competition
- Will be required to meet minimum fundraising requirements as set forth by Miss America as a contestant in Miss Alabama, if selected as a Titleholder
- Will claim all scholarship monies as indicated by the local Scholarships Rules and understands that any scholarship monies awarded that are not claimed according to the aforementioned rules, will be forfeited
- Allows the Local Organization to post photograph(s) and name on the public website (www.missbham.com)

SIGNATURE PAGE IMMEDIATELY FOLLOWS

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I, _____, a Local Organization contestant, by initialing each page and signing below, attest that I have read this agreement and contract in its entirety, and understand all conditions, rules, and regulations set forth therein. I further understand that if found in violation of any part of this local contract, the Executive Director has the authority to revoke the Local Title and a successor will be named to compete in the Miss Alabama competition as the Local Titleholder. In addition, all awards, scholarships, and prerequisites pertaining thereto will be returned and passed on to the successor, who will receive all of the benefits to which I would have otherwise been entitled.

Signature of Local Contestant

Date

Signature of Parent
(If Contestant is under 21 years of age)

Date

Miss
Birmingham
Cahaba Valley
Hidden River
Covered Bridge
Org

SCHOLARSHIP RULES

If awarded a scholarship in the Miss Birmingham, Miss Cahaba Valley, Miss Hidden River & Miss Covered Bridge Competition, I agree to the following:

1. I will provide the Executive Director of the Miss Birmingham/Miss Cahaba Valley/Miss Hidden River or Miss Covered Bridge Competition with an initial email accepting my scholarship, sent to **missbham@gmail.com**, **no later than 60 days following the local competition date** - **in order to receive any scholarship monies awarded to me.**
 - a. **This email must contain the following information:**
 - i. Acceptance of scholarships in detail (title & amount - including preliminary & other awards)
 - ii. Name of University or Lender (student loans) & Address where monies are to be mailed
 - iii. Student ID or Loan Number
 - iv. Login Credentials (user ID/password) & Website URL (for online payments only)
2. I understand that a single reminder email will be sent by the Executive Director to claim my scholarship.
3. I understand that I am solely responsible for sending the email within the timeframe listed, to the proper email address with the proper information included as noted in Rule ***1.a.i-1.a.iv*** above.
4. I understand that monies not claimed within the 60-day time frame outlined in Rule 1, will be forfeited by the recipient, and returned to the Miss Birmingham/Miss Cahaba Valley/Miss Hidden River or Miss Covered Bridge Scholarship Fund.
5. I understand that all scholarship monies won will be paid directly to my college or university, housing, or lender if a student loan is in play. The acceptance email required in Rule 1 should indicate the bursar's office address of the college or university or the lender address and should also indicate the student account number or loan number of the recipient. *In no instance will the money be paid directly to the recipient.*
6. I understand that all scholarship awards to contestants other than the winner(s), will be available for disbursement upon the timely receipt (see Rule 1) of the acceptance email from the recipient.
7. The winners' scholarship award(s) will be disbursed on the following schedule upon timely receipt of the acceptance emails:
Payment 1) 50% upon receipt of the **first** acceptance email
Payment 2) 50% after the Miss Alabama Competition, upon receipt of the **second** acceptance email
8. **In the event that the winner is named Miss Alabama, no successor will be named.**
9. If the winner resigns in good standing, from the position of Miss Birmingham or Miss Cahaba Valley or Miss Hidden River prior to her appearance in the Miss Alabama competition, she will forfeit any further scholarship winnings to which she would have been otherwise entitled. Her successor will be entitled to the winner's scholarship amounts not yet disbursed.
10. If the winner resigns the position of Miss Birmingham or Miss Cahaba Valley, Miss Hidden River or Miss Covered Bridge after representing her title in the Miss Alabama Competition, there will be no successor named and she will forfeit any remaining scholarship amounts to which she would have otherwise been entitled.
11. If the Executive Director of the Miss Birmingham/Miss Cahaba Valley/Miss Hidden River or Miss Covered Bridge competition, due to a contract violation or breach, removes the winner from the position, that winner will forfeit all scholarship amounts awarded her by the Miss Birmingham/Miss Cahaba Valley/Miss Hidden River or Miss Covered Bridge Organizations during her tenure as Miss Birmingham or Miss Cahaba Valley, Miss Hidden River or Miss Covered Bridge. Any funds previously awarded her must be repaid to the Miss Birmingham/Cahaba Valley/Hidden River or Miss Covered Bridge Scholarship Fund.

Signature of Contestant

Date

Signature of Parent or Guardian
(If contestant is under 21 years of age)

Date