

CHECK LIST

Did You...

RULES

Read ALL entry rules

ENTRY FORMS

Complete the entire entry form

Fill in total running time

Fill in air dates

Sign the entry form

Organize forms in category # order.

CREDITS AND EMMY ESSAY

Include all relevant credits with job titles

Check spelling and job title on all credits

Attach Emmy Essay (required for all entries)

DVDs

Include 2 DVDs (original and copy) for all categories except 13,14,15 (URL Preparation)

Label each DVD

MASTER LIST and BREAKDOWN

Include a completed Entry Breakdown if you have more than 10 entries

Include a Master List or Cover Letter listing all entries by category and/or area Include the total amount of your check

PAYMENT

Submit payment?

Check payable to NATAS / SPORTS or credit card (fill out payment form)