

**UNITED STATES/MEXICO SISTER CITIES ASSOCIATION, INC.
2008 ANNUAL AWARDS PROGRAM**

ENTRY FORM (Please type or print)

Name of your City _____ Population _____

Your Sister City in Mexico _____ Population _____

Date your affiliation was established _____

Organizational Status of your Sister City Group _____
(Citizen's Committee incorporated Association, City Commission, etc.)

Number of active members in your Sister City Commission, etc.

Adult's _____ Students _____

Names of your principal officers:

President: _____ Address: _____

Phone: _____ Fax: _____

Vice

President: _____ Address: _____

Phone: _____ Fax: _____

Secretary: _____ Address: _____

Phone: _____ Fax: _____

Treasurer: _____ Address: _____

Phone: _____ Fax: _____

PERSON SUBMITTING THE ENTRY:

Title: _____

Address: _____

Phone: _____

Fax: _____ E-mail: _____

MAIL ENTRIES TO:

RitaValenzuela, Director
1514 Ridge Crest Way
Monterey Park, Ca 91754
ritavalenz@charter.net

UNITED STATES/MEXICO SISTER CITIES ASSOCIATION, INC.
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Instruction Sheet

ELIGIBILITY: The competition is open to any community in the United States with an active sister city affiliation in Mexico and is a member in good standing of the US/MSCA. Only programs conducted during 2007 will be considered.

HOW TO ENTER: The attached entry form must be completed and returned to the US/MSCA Director listed below with a narrative statement of activity. The statement should be in two parts.

- A general statement about your sister city organization with details on how you are organized, number and types of committees and the work they are engaged in, how your organization is supported (e.g., fund-raising activities, dues, solicitations, city subsidies, etc.), the size of your annual budget, the extent of your involvement in your program, major projects undertaken during the year, publicity programs, visitations, student exchanges, and the variety of other exchanges your organization engages in with your Mexican affiliate, and
- A specific statement outlining the program activity, or series of activities (conducted in 2006) on which you are basing your bid for a US/MSCA award. This should explain how the program or activity originated, how it was organized, who participated and what it achieved for your sister city organization, your community and your Mexican Sister City community, and/or for the Sister City movement in general.
- Keep in mind that the program will be judged on the basis of initiative, innovation, leadership, spirit and dedication, as well as program success. All these aspects of your program should be stressed in your SPECIFIC STATEMENT.

ENTRY FORM: Your statements, both the general and specific, should be typewritten on standard size (8 1/2 by 11 inches). Keep your statements as simple and brief as possible without omitting any details that are pertinent to the story of your program achievement.

SUPPORTING MATERIAL: Pictures, documents, news clippings, art work, etc. are not required and will not influence the decision of the judges. However, any pictures or art work submitted may be used later as displays for publicity purposed at an Annual Meeting and/or in the US/MSCA Newsletter or web site.

DEADLINE: ALL ENTRIES MUST BE RECEIVED NO LATER THAN DECEMBER 1, 2007 TO BE ELIGIBLE FOR THIS YEAR'S AWARDS. WINNERS WILL BE ANNOUNCED PRIOR TO THE PRESENTATION CEREMONY AT THE 45th ANNUAL CONFERENCE IN ONTARIO, CALIFORNIA – JANUARY 11 – 13, 2008.

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