**TEEN Candidate Paperwork Checklist**



* **Follow all instructions posted at the Miss Minnesota website – found at the Teen Paperwork Link**
* **Submit Talent Reservation form for talent approval**
* **Keep a copy of everything you turn in.**
* **Make sure everything is filled out completely, signed and spell-checked.**
* **There will be NO do-over, everything you turn in is FINAL!**
* **Start selling program ads - $150 for full page**

**SUBMIT PAPERWORK ONLINE AS SOON AS YOU CAN**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date Completed** | **Requirement** | **What is needed** | **Where to submit\*** | **Date Dues** |
|  | MAO State Contract including theCovid-19 Release | Fill form, initial each page and sign where instructed. Attach proof of Age Eligibility (exhibit A), attach Residency or Student Eligibility (Exhibit B or C), US Citizenship (Exhibit D). | **Upload** | **Everything is due by upload by****February 25, 2023** |
|  | Role, Expectations, Code of Ethics and Conduct | Sign | **Upload** |
|  | Teen Scholarship Rules | Sign | **Upload** |
|  | Photographers Release | Fill out, sign, photographer sign | **upload** |
|  | Talent Reservation | Fill form | [**Online**](https://www.missminnesota.org/teen-paperwork.html) **Form** |
|  | Talent Track | mp3 or wav | **Upload** |
|  | Talent Production Form | Fill out, sign | **Upload** |
|  | T-shirt  | Size for state T-shirt | [**Online form**](https://www.missminnesota.org/teen-paperwork.html) |
|  | Food Allergy Form | Fill out | **Online Form** |
|  | Birth Certificate | Copy | [**Upload**](https://www.missminnesota.org/teen-paperwork.html) |
|  | Ad Page | Artwork, Fee | [**Online form**](https://www.missminnesota.org/ad-page1.html) |
|  | Resume | Signature | [**Upload**](https://www.missminnesota.org/teen-paperwork.html) | **Remember, bring 10 printed copies to Orientation.****Bring 10 copies of 4 x 6 headshots to Orientation** |
|  | Social Impact Initiative | Signature | [**Upload**](https://www.missminnesota.org/teen-paperwork.html) |
|  | Official Headshot w/Images | Hi-Res images | [**Upload**](https://www.missminnesota.org/teen-paperwork.html) |

All paperwork can be downloaded and uploaded on our website

**TEEN ORIENTATION DATE – March 4, 2023 - Riverwind Community Center Coon Rapids**

All paperwork must be uploaded by February 25, 2023

Bring with you 10 copies of your Resume and Social Impact Initiative printed on paper\* and color quality of your choice.

Bring with you 10 copies of your 4 x 6” headshot on paper\* and color quality of your choice.

*\*Do not use Card Stock or colored paper for your Resume or Social Impact Statement.*

*We recommend a Presentation Paper. For your headshot, please use photo paper.*