

**Contest Chair Script**  
**Table Topics Competition**

**Welcome**

Welcome all Toastmasters & guests to the .....Table Topics Competition.

The winner today will progress to represent ..... in the .....final, which will be held at.....

**Purpose**

The purpose of tonight's contest is:

1. To provide an opportunity for speakers to improve their speaking abilities and to recognise the best as encouragement to all.
2. To provide an opportunity to learn by observing the more proficient speakers who have benefited from their Toastmasters training.

**Contestants**

Our Chief Judge today is ..... (indicate where Chief Judge is sitting)

....., would you please stand?

The judges for tonight are

.....

Judges would you please stand?

Please join me in thanking them. [Lead clapping]

We have ..... contestants competing today. The contestants have drawn the speaking order and for your records, that order is as follows;

[Say the name of each contestant in the order in which they will speak.]

[Allow the judges a moment to record each name]

**Eligibility**

To be eligible a contestant must;

1. Be a Toastmaster in good standing in a club in good standing.
2. Not be a current District or International Officer nor have declared the intent to run for District or International office.

I confirm that all contestants have indicated that they are eligible to participate.

### **Contest Briefing to Audience**

All contestants will receive the same topic and will speak for 2 minutes. If a contestant speaks for less than one minute or more than two minutes 30 seconds, they will be disqualified.

Timing begins with the first definite verbal or non-verbal communication with the audience.

Green light at 1 minute, Orange light at 1 minute 30 seconds, Red light at 2 minutes and remains on until speech concluded. There will be no signal given for going overtime.

Judges are instructed not to consider time in their ranking of the speakers.

After the contestant has finished, he or she will be asked to take a seat & will remain in the room to hear subsequent speakers. There will be a 1 minute silence between speakers for judges to complete their scores.

Protests may only be entered by the contestants or judges to either the Chief Judge, ....., or to myself, as Contest Chair. Once the result of the contest has been announced, all decisions are final

I will now ask the Usher to escort all of the contestants, except contestant No. 1, from the room.

### **Contestants**

Our first contestant

is.....

..... your topic

is.....

.....(Topic).....

.....(Name)

[After each speaker has finished] We will now have 1 minute silence.

[Repeat for each contestant.]

## **Contest Conclusion**

That concludes the .....Table Topics Contest.  
The Tally counters will now collect the judges scoring slips. Please hold them up for collection.

Will the Chief Judge now collect the timing report?

I would now ask the Chief Judge, judges & the Tally Counters to leave the room to confer on the decision.

## **Presentation of Participation Certificates**

I would now like to ask all of the contestants to join me at the front to receive their participation certificates.

Please hold your applause until all certificates have been presented. (Present certificates)

Ladies & Gentlemen, let's give our contestants a round of applause.

[Time permitting, ask contestants a question about the contest.]

(When judges return) Our Chief Judge will now provide some feedback from the contest.

Ladies & Gentlemen, please make welcome our Chief Judge .....  
(Lead clapping)

(After chief Judge provides feedback, Chief Judge hands results to Contest Chair)

To present the winners, please make welcome our President/Area Governor/Division Governor, .....

Contest Chair announces winners from 3<sup>rd</sup> to 1<sup>st</sup>. President or Area/Division Governor presents certificates &/or trophies.