

# Wisconsin FBLA Entry Submission

## All Levels – RLC/SLC/NLC

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For any set of documents, entry submissions (including Middle Level), etc. (i.e. Website Development, Computer Applications, Local Chapter Annual Business Report) this submission policy is in effect. **Failure to submit materials in this format will result in a five (5) point deduction from the overall score.**

All prejudged and skill event documents and materials **MUST** be placed into a large (9x12 or the like) catalog or clasp envelope. Each event entry will be different. Please refer to the Competitive Event Guidelines for requirements for each event. For example, a submission for Digital Video Production would include CDs and a Statement of Assurances. Or for Word Processing, a completed submission would include Administrator's Release Form, copy of the test packet, Format Guide, completed documents for the test, as well as folded or crossed out copies of unused printouts.

Each envelope **MUST** be labeled with the following information:

- Event
- Participant(s) name
- School
- Software Used

The label can take either of the following formats:

**Mailing Label**

**Full Document**



OR

