

# Miss Oklahoma

## 2022 Administration & Production Requirements Checklist

Candidate Name: \_\_\_\_\_ Local Title: \_\_\_\_\_

MAILING ADDRESS FOR ITEMS TO BE MAILED: MISS OKLAHOMA ORGANIZATION, INC.  
10026-A South Mingo Road, #287  
Tulsa, OK 74133

### Candidate Eligibility Requirements

	Due Date	Date Sent
State & Local Candidate Agreement & all required attachments – One Signed Original	NOW	_____

**DUE NOW: ORIGINAL & SIGNED Candidate State & Local Agreements with all required documents are due NOW. If not already mailed to the Miss Oklahoma office, please mail immediately.**

### Additional Eligibility Forms Items with \* should be placed in one file folder and delivered at Spring Meeting

*Candidate Resume / Instructions - <b>Print 10 originals</b> (Bring to Spring Meeting)	April 9, 2022	_____
*Social Impact Initiative / Instructions - <b>Print 10 originals &amp; sign</b> (Bring to Spring Meeting)	April 9, 2022	_____
Candidate/Parent Information Form – <b>complete on-line</b>	March 23, 2022	_____
Candidate & Program Book Information – <b>complete on-line</b>	March 23, 2022	_____
Miss America State Registration Fee \$325 - See letter with link / must be paid by 5.27	May 27, 2022	_____
Official College/University Transcript through May 2022 / Bring to check-in	Bring to Check-in	_____

### Photo Requirements - Refer to E-mailed Document for full details

Mail all photos to Miss OK Office: 10026-A South Mingo Road, #287., Tulsa, OK 74133 - must be received by 3.23.2022

Identify each print with name & title Identify each CD & Label each CD Case with name/title/type of photo

2 - wallet <b>prints</b> Head & shoulders only - NO CROWN - Program Book & Press plus 2 – 5x7 CD's (300 dpi) – label with name/title/program book photo	March 23, 2022	_____
1 – 8x10 CD plus proof image (300 dpi) NO CROWN – <b>Full image uncropped</b> – Button Photo	March 23, 2022	_____
1 – 8x10 CD plus proof image – (300 dpi) NO CROWN - cropped photo for <b>HOTEL LOBBY</b>	March 23, 2022	_____
8 - 5 x 7 NO CROWN - Color Glossy Prints - Judges Notebooks - Prints Only	March 23, 2022	_____
5 - 3 ½ x 5 or 4x6 Color - <b>CD (300 dpi)</b> must be high resolution <b>plus prints or proof images</b> Candid Photos - family, friends, hobbies - Program Book - *no photo release required*	March 23, 2022	_____
Photography Agreement: <input type="checkbox"/> Individual and/or <input type="checkbox"/> Corporation	March 23, 2022	_____

### Production Requirements

Talent Music Reservation Form & Music Search – Final Deadline	March 10, 2022	_____
Detailed Talent Music Information Form – <b>complete on-line</b> (part of Production Forms)	March 23, 2022	_____
Lyric and/or Dialogue and/or Backup Lyrics – <b>complete on-line</b> (part of Production Forms)	March 23, 2022	_____
.WAV or MP3 File only: Accompaniment Music Track - label w/local title & name - E-mail to: <a href="mailto:missoktalent@gmail.com">missoktalent@gmail.com</a>	March 23, 2022	_____
Talent Permission Letters for Original Written Material or Literary Work	March 23, 2022	_____
Suggested Talent Introduction – <b>complete on-line</b> (part of Production Forms)	March 23, 2022	_____
Musician/Engineer/Producer Track Release – form may be duplicated. Each person involved with production of custom Track must sign a release form. May bring to Spring Meeting	April 9, 2022	_____
Talent & Interview Conference Delegates Form – <b>complete on-line</b>	May 21, 2022	_____

### Local Executive Director Requirements

Local Director/Co-Director or Teen Director Badge Form – <b>complete on-line</b>	April 30, 2022	_____
Credential Authorization Form - (authorization to pick up badges) <b>complete on-line</b>	May 21, 2022	_____
Local Organization Operating Report - (can mail or bring to check-in)	June 6, 2022	_____

# Miss Oklahoma

## Administration & Production Requirements Checklist - continued

### Supplemental Forms

	Due Date	Date Sent
Salute Ad Pages - Order Forms, payments, any Forms & Materials for Transcript Press	April 9, 2022	
*Camera Ready Art Work (all pages being produced by you)	April 16, 2022	
Local & Family Badge Request Forms - typed names & titles – <b>complete on-line</b>		
*Must have badge to attend open rehearsal, meetings or visitation* Price increases after 5/5	May 5, 2022	
Hotel/Dressing Room Representation Form – <b>Complete on-line</b>	May 21, 2022	
Emergency Contact Form – <b>Complete on-line</b>	May 21, 2022	
Post Crowning Photo Form – <b>Complete on-line</b>	May 21, 2022	
Official Transcript through Spring 2022 & copy of Degree if applicable – <b>Bring to check-in</b>	June 6, 2022	
Medical & Health Forms – <b>Complete on-line DO NOT COMPLETE EARLY</b>	June 6, 2022	
Authorization for Treatment to Minor Form (from MISS OK) <b>Complete on-line</b>	June 6, 2022	
Local & Family Luncheon Reservation Form - <b>Monday, June 6 – 12:00 noon</b> (Ticketed Event)	Not available yet	
Miss Oklahoma Community Service Award – Guidelines to be sent soon	Not available yet	
Additional Scholarships – Guidelines to be sent soon	Not available yet	

**ALL INFORMATION & MATERIALS ARE DUE BY DEADLINES STATED. PLEASE BE PROMPT**

### MISS OKLAHOMA CANDIDATE SPRING MEETING - SATURDAY, APRIL 9<sup>th</sup>

**For all Miss & Teen Candidates – must attend all functions!**

**River Spirit Casino Resort** - 8330 Riverside Parkway, Tulsa, OK is offering a special rate \$139.00 plus taxes for April 8 & April 9. For reservations use this link [Candidates Weekend 2022](#) or call - 1-888-748-3731 and request the group rate for Miss Oklahoma Candidates' Spring Meeting.

**Saturday, April 9<sup>th</sup>** - The Cove at River Spirit Casino Resort - 8330 Riverside Pkwy, Tulsa, OK 74137

**Dress:** Rhinestone T-shirts with your choice: white jeans or white long pants (no shorts or Capri's).

#### TENTATIVE SCHEDULE:

**Miss & Teen** Titleholders are **REQUIRED** to attend all functions during the entire day.

- 8:40 – 9:00 a.m. -- Check-in (for all Miss & Teen Local Organizations within 100 miles of Tulsa)
- 9:05 a.m. -- Welcome & **Talent Rehearsal - Group A** Miss Candidates
- 9:40 a.m. -- Check-in (for all Miss & Teen Local Organizations over 100 miles of Tulsa)
- 10:00 a.m. -- Morning Information Session then Group Photos with Teen Candidates, OK Stars
- 10:45 a.m. -- **Talent Rehearsal – Group B** Miss Candidates -- Teens: Meeting with Gentry & Staff
- After Group Rehearsal -- Production discussion - Open to Local Directors, T.C.'s and Parents
- 12:00 noon -- EVERYONE BREAK FOR LUNCH - ALL CANDIDATES ARE FREE TO HAVE LUNCH WITH THEIR LOCAL ORGANIZATIONS.
- 1:20 p.m. -- Miss Candidates – Group Photo
- 1:30 p.m. -- **Teen Talent Rehearsal** – Candidates, Directors, Parents
- 1:30 p.m. -- Miss Candidates only -- Miss Meeting
- 3:30 p.m. -- Placement Draw – for all Miss & Teen Titleholders (**this is mandatory**)

Each **Miss & Teen** Candidate will be expected to perform their talent as they will be performing it during the Miss Oklahoma & MOKOTeen. Each Candidate **must e-mail a .WAV or MP3 File of your talent music by March 23 to [missoktalent@gmail.com](mailto:missoktalent@gmail.com)**. Remember tracks cannot be changed or altered after April 9. **Make sure you listen to your track before submitting it so you know you are sending the correct version.** Also, please download your music to your phone as a back-up for April 9. All talents will be timed and cannot exceed the 90-second time limit. No props or costumes are required, unless the Candidate desires.

- 6:00 p.m. -- **Miss Candidates only** - Special Dinner & fun - Details to be announced. **Dress:** Casual

**Sunday, April 10<sup>th</sup>** – Ballroom Area (3<sup>rd</sup> Floor) of River Spirit Casino Resort - 8330 Riverside Pkwy Tulsa, OK 74137

- 8:30 a.m. -- **Miss Candidates only** – **Dress:** Athleisure/active wear and tennis shoes & bring a pair of heels  
Production Rehearsal – Miss Candidate's required - Closed Rehearsal