

# NEWSLETTER JUDGING FORM



Name of Volunteer Group \_\_\_\_\_

Name of Hospital \_\_\_\_\_

City \_\_\_\_\_

I. Adherence to Rules .....Points Awarded \_\_\_\_\_

10 points awarded if ALL rules adhered to; 0 points awarded to entries failing to adhere to ALL rules.

A. All newsletters published in a one-year period must be entered. This period may be Volunteer Group or TAHV's fiscal year or the current calendar year. Newsletters must be in a manila file folder. In the upper right hand corner of the OUTSIDE cover of the folder, ONLY the following information in the order shown as follows:

- Name of Volunteer Group
- City of Hospital
- Number of Licensed Beds
- Name of Publication
- Number of Issues Published Yearly

B. The purpose of a newsletter is to communicate and inform. Newsletter may be copied or printed. Composing, formatting and editing must be done by Volunteer Group members.

C. The name of Volunteer Group should be identified in your newsletter.

II. General Appearance and Overall Neatness  
(Maximum Points 15).....Points Awarded \_\_\_\_\_

III. Originality and Overall Design  
(Maximum Points 25) .....Points Awarded \_\_\_\_\_

A.Layout of material – Maximum 10 points \_\_\_\_\_

B.Drawings, illustrations, photographs – Max. 5 points \_\_\_\_\_

C.Masthead Design – Maximum 10 points \_\_\_\_\_

Revised: 02/2026/Pat Sowder

**LEARN - NETWORK - GET INSPIRED**

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Name of Hospital \_\_\_\_\_

IV. Volunteer Group Services (Maximum Points 50) .....Points Awarded \_\_\_\_\_

A. Reports Volunteer Group activities – Max. 15 points \_\_\_\_\_

B. Communicates information – Max. 10 points \_\_\_\_\_

C. Contains timely and newsworthy information –  
Max. 15 points \_\_\_\_\_

D. Reports Volunteer Group’s involvement with  
their medical facility – Max. 10 points \_\_\_\_\_

Points Awarded (from I, II, III, IV)..... \_\_\_\_\_

TOTAL POINTS AWARDED ..... \_\_\_\_\_

Judge’s Comments (Mandatory unless Newsletter receives a perfect score of 100)

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