

# Helpful Checklist for UIL Poetry Documentation Requirements

*Competitors must choose contest material that meets the criteria established in the Category Restrictions, Guidelines and Descriptions. Read the UIL contest rules in the UIL Prose and Poetry Handbook and the UIL website for assistance concerning acceptable and unacceptable documentation.*

- ☐ Have I completed the UIL Poetry A Documentation Form, including my coach's signature and mine, and made copies for the contest director and each of my judges?
- ☐ For Category A, have I included *no more than* 6 poems?
- ☐ Do I have proof that my Category A poem(s) are published in hard copy? (*Show this proof to the contest director.*) If more than one selection is used, one, but only one, may be unpublished.
- ☐ If my Category A selection(s) is/are drawn from a literary collection (anthology), have I taken extra steps to prove my selection is included in this anthology? (*Show this proof to the contest director.*) If I do not have the original source:
  - √ Have I photocopied the title page and the table of contents?
  - √ Have I photocopied the first page of the selection, with the page number matching the page-number in the table of contents?
- ☐ If my Category A selection(s) is/are drawn from a book containing mixed genre, do I have proof my piece(s) is/are poetry?
- ☐ Are the poet(s) of my selection(s) for Category A different from the poets I have selected for Category B?
- ☐ Do I have the original sources of my Category A for contest? (*optional but strongly encouraged*)
- ☐ Have I completed the UIL Poetry B Documentation Form, including my coach's signature and mine, and made copies for the contest director and each of my judges?
- ☐ If my Category B selections are drawn from a book containing mixed genre, do I have proof the selection my selections are poetry?
- ☐ For Category B, have I included *no more than* six (6) poems?
- ☐ Am I certain that my Category B selections are not plays, screenplays, monologues or song lyrics published only as music? (*Category B allows song lyrics published only as music to be used but ONLY as transitions, if I state so in my introduction, NOT as a selection in my program.*)
- ☐ If my poems are from the internet or transcribed, have I included the URL on the documentation form?
- ☐ Are the poets of my selections for Category B different from the poet(s) I have selected for Category A?
- ☐ Do I have the original source(s) of my Category B for contest? (*optional but helpful to have*)
- ☐ Have I submitted both A and B performances to my administration (principal) and had them approved for performing at UIL contests?

\*All documents used for official documentation must be printed in hard copy. Documentation only on electronic devices such as smart phones or an E-Reader is not acceptable at the contest site.