

# USHER INSTRUCTIONS

## All Contests

The ushers will meet with the contest moderator for any final instructions prior to the contest.

The ushers will open the doors of the contest room at the assigned time and assist in seating the audience.

Upon commencement of the contest, the ushers will close the doors and remain **OUTSIDE** of the contest room in order to not allow anyone to enter once the contest has begun. Any exiting or entry of non-contestants will have to be accomplished in between contestants.

Once the first contestant and escort has departed the contest room, the usher will allow non-contestants to either enter or exit the room. The Usher will prevent entry of the next contestant into the contest room until the Moderator has given the Usher a cue that the room is ready for the next contestant.

Upon completion of the contest, and when directed by the Contest Moderator, proceed to Holding Room One (**Room TBD**) to take the respective contestants back to the contest room for contestant introductions by the Contest Moderator. Usher will work with Escort to make sure that contestants are in their speaking order. Once the contestant introductions have been completed, the contestants will be dismissed. Usher will standby for any additional instructions from Moderator prior to being dismissed.