TOASTMASTERS INTERNATIONAL®

SPEECH CONTEST

Time Record Sheet and Instructions for Timers

Contestant	Presentation Time	
	Minutes	Seconds

There shall be at least two timers, one of whom shall be provided with a stopwatch by the chief judge. They shall keep the official record of the time of each contestant's presentation.

The timers shall provide warning signal lights, which shall be clearly visible to the speakers, but not obvious to the audience. Any sightless contestant may request and must be granted a form of warning signal of his or her own choosing, which may be an audible device; the contestant must provide any special device required for such signal.

Any contestant is disqualified whose presentation time is less than the minimum time or more than the maximum time indicated below. No signal shall be given to indicate that a presentation has gone into overtime. In the event of technical failure of the lights, a contestant is allowed 30 seconds extra overtime before being disqualified.

Timing will begin with the contestant's first definite verbal or non-verbal communication with the audience. This will usually be the first word uttered by the contestant, but would include any other communication such as sound effects, a staged act by another person, etc.

Following are the timing rules for each contest. No more than one signal light may be on at any time.

International Speech Contest: Speech length is five to seven minutes; a speaker will be disqualified if he or she speaks under four minutes, 30 seconds or more than seven minutes, 30 seconds. The green light will be turned on at five minutes. The amber light will be turned on at six minutes. The red light will be turned on at seven minutes and will remain on until the speech ends.

Humorous Speech Contest: Speech length is five to seven minutes; a contestant will be disqualified for speaking less than four minutes, 30 seconds or more than seven minutes, 30 seconds. The green light will be turned on at five minutes. The amber light will be turned on at six minutes. The red light will be turned at seven minutes and remain on until the speech ends.

Evaluation Speech Contest: Evaluation length is two to three minutes; a contestant will be disqualified for speaking less than one minute, 30 seconds or more than three minutes, 30 seconds. The green light will be turned on at two minutes. The amber light will be turned on at two minutes, 30 seconds. The red light will be turned on at three minutes and remain on until the evaluation ends.

Table Topics Speech Contest: Speech length is two minutes; a contestant will be disqualified for speaking less than one minute or more than two minutes, 30 seconds. The green light will be turned on at one minute. The amber light will be turned on at one minute, 30 seconds. The red light will be turned on at two minutes and remain on until the speech ends.

Tall Tales Speech Contest: Speech length is three to five minutes; a contestant will be disqualified for speaking less than two minutes, 30 seconds, or more than five minutes, 30 seconds. The green light will be turned on at three minutes. The amber light will be turned on at four minutes. The red light will be turned on at five minutes and remain on until the end of the speech.

Record each contestant's presentation time on the form above. Circle any time which disqualifies the contestant. Submit the completed form to the Chief Judge immediately following the last presentation.