Please make copies of this letter and the enclosed flyer and distribute to each teacher.

TO ALL PARTICIPATING TEACHERS:

Please note the new and exciting changes we are making in preparation for our 29th annual National Student Poetry Contest. In appreciation for your continued participation, we have added 25 Amazon Gift Cards of $100 for teachers who send in their students' submissions within 2 weeks of receiving this notice. Winners will be drawn from all "Early Bird" submissions we receive. This is in addition to our 10 "Top Educator Awards," and 25 "Student Awards." This year, we will also present 2 "Spirit of Education Awards." One to the school with the highest number of entries overall, and one to the school with the highest percentage of participation. (winner to be determined by drawing in the event of a tie)

As our entry deadline coincides with the end of National Poetry Month in April, many teachers take this opportunity to offer a class assignment in creative writing, and send all of their students' work together in one package. Not only does this save on postage, but also facilitates expedited grading.

As a participating teacher, we appreciate your hard work and dedication, and we will do our best to facilitate a fun, fair, and positive way for you to encourage literacy and promote creative writing among your students.

TEACHER SUBMISSION FORM

Teacher's Preferred Title: (Optional) _____

Teacher's First Name: _____ **Last Name:** _____

School's Mailing Address: _____

Zip Code: _____ **City:** _____ **State:** _____

School Name: _____

School Enrollment: _____

Teacher's Email: _____
(For Early Bird and Top Educator Award Notification, Poetry Contest Winners, And Future Contest Information)

Grade Levels I Teach: _____

To be considered for a Top Educator Award, please check the appropriate boxes below:

☐ **I Certify Full Class Participation Of All Students In #** ____ **Classes**

☐ **Partial Class Participation Of #** ____ **Classes**

To be considered for the "Early Bird" Drawing, please check the box, if applicable:

☐ **I Certify I Responded Within 2 Weeks of Receiving the Contest Notice**