

To: All Fire Chiefs
From: Gary L. West, Deputy Commissioner
Date: August 1st, 2016
Subject: 2016 Fire Prevention Week Poster Contest

It is time to begin preparations for our annual Fire Prevention Week Poster Contest! Fire Prevention Week is October 9-15, 2016. Fire departments nationwide observe this week each year to mark the anniversary of the Great Chicago Fire of 1871.

This year's theme for Fire Prevention Week is ***"Don't Wait—Check the Date! Replace Smoke Alarms Every 10 Years."*** According to the National Fire Protection Association (NFPA), working smoke alarms cut the risk of dying in reported home fires in half. It is crucial that our fire departments use Fire Prevention Week to promote public awareness of fire prevention and fire safety, drawing special attention to the importance of working smoke alarms.

Enclosed you will find information on this year's contest. Should you have any questions about the poster contest, please contact Baylie Scott at (615) 350-4290 or Baylie.Scott@TN.gov.

Thank you for all of your public fire education efforts and the support of our statewide programs. Keep up the great work!



Tennessee State Fire Marshal's Office 2016 Poster Contest Guidelines

1. The poster contest is open to all students in grades Kindergarten through 12th. There are 16 statewide awards available:
 - One statewide winner will be chosen from each grade.
 - One winner will be chosen by the Commissioner of Commerce & Insurance as the "Commissioner's Choice."
 - Two winners from special needs classes will be chosen:
 - 1 from Division I (K– 5th grade)
 - 1 from Division II (6th – 12th grade)
2. Posters must be original work of the students and must emphasize the National Fire Protection Association's (NFPA) annual theme, which is **"Don't Wait—Check the Date! Replace Smoke Alarms Every 10 Years"**. Fire Prevention Week is October 9-15, 2016. You can find information on the theme here: <http://www.nfpa.org/public-education/campaigns/fire-prevention-week>.
3. Posters may be any size and may be drawn, colored, painted or three dimensional. The use of fire should not be involved in the creation of the posters. Posters with real burn marks will automatically be disqualified.
4. All entries **MUST** have the attached on the back of the poster:
 - Child's name
 - Child's complete home address
 - Child's home phone
 - Grade
 - School's name
 - Teacher's name
 - Fire department's name
 - Fire department's address
 - Fire department's phone number
 - Fire department's contact person

To avoid disqualification for missing information, please feel free to copy, cut, and use the enclosed registration form on the back of poster entries.

5. Fire departments must have their winning posters submitted to the State Fire Marshal's Office no

later than **November 30, 2016**, to be considered for statewide judging. If a fire department has entries from multiple schools, the fire department will need to judge the posters locally to determine winners to advance to the state competition. **The maximum number of posters a fire department can submit to the State Fire Marshal's Office is 16 (1 for each grade and 1 for each of the 2 special needs divisions).**

Fire departments can use the following timeline to make sure that posters get delivered to them on time. However, fire departments are also welcome to use any timeline they choose, as long as final entries are submitted to the State Fire Marshal's Office by the November 30th deadline:

- All student entries should be submitted to the homeroom teachers by September 16, 2016.
- All homeroom teachers should select a winner from their class and deliver it to the school's principal by September 23, 2016.
- Principals should select one winner for each grade (K-12), one winner from specials needs division I, and 1 winner from special needs division II, by October 1st, and then forward the winning posters to their sponsoring fire department who may display them during Fire Prevention Week October 9-15, 2016.
- Fire departments with entries from multiple schools will then need to judge the posters to determine one winner from each grade/division to advance to the state competition.
- Fire departments should have their final entries submitted to the state by close of business on November 30, 2016.

Please submit entries to the following address:

**State Fire Marshal's Office
Attn: Baylie Scott
500 James Robertson Parkway, 9th Floor
Nashville, TN 37243**

6. State judging will be held the week of **December 5-9, 2016**, in Nashville. Winners will be notified (after the Fire Chief's notification) soon after that date. A list of winners and pictures of the winning posters will be posted on the State Fire Marshal's website.

The statewide winners chosen will each receive a First Place ribbon, a certificate of achievement from the Governor, \$50 cash, and an awards event in their honor at the TN Fire Service and Code Enforcement Academy in February 2016 (hotel accommodations provided). You can view last year's awards event and winning posters using this link: [..\Awards Event\2015 Awards Event Photos and Recap.pdf](#)

Child's Name: _____

Child's Complete Home Address: _____

Child's Home Phone: _____

Grade: _____

School's Name: _____

Teacher's Name: _____

Fire Department's Name: _____

Fire Department's Address: _____

Fire Department's Phone: _____

Fire Department's Contact Person: _____

Child is enrolled in special education (circle one): YES NO

Child's Name: _____

Child's Complete Home Address: _____

Child's Home Phone: _____

Grade: _____

School's Name: _____

Teacher's Name: _____

Fire Department's Name: _____

Fire Department's Address: _____

Fire Department's Phone: _____

Fire Department's Contact Person: _____

Child is enrolled in special education (circle one): YES NO

Child's Name: _____

Child's Complete Home Address: _____

Child's Home Phone: _____

Grade: _____

School's Name: _____

Teacher's Name: _____

Fire Department's Name: _____

Fire Department's Address: _____

Fire Department's Phone: _____

Fire Department's Contact Person: _____

Child is enrolled in special education (circle one): YES NO

Child's Name: _____

Child's Complete Home Address: _____

Child's Home Phone: _____

Grade: _____

School's Name: _____

Teacher's Name: _____

Fire Department's Name: _____

Fire Department's Address: _____

Fire Department's Phone: _____

Fire Department's Contact Person: _____

Child is enrolled in special education (circle one): YES NO