

## Essay Submittal Form

### Essay Guidelines

1. The essay format must be narrative, 1-page maximum; no cover page. Standard white paper and typed or printed, no email entries accepted.
2. Attach entry form to the essay, do not put entrant's name on essay.
3. Decision of the judges will be final, no non-winning entries will not be returned. Winning essays will be announced on the City Website, oakcreekwi.org, and will be displayed at City Hall for the month of April. Winners will be invited to attend the Time Capsule Ceremony.
4. **Deadline for entries is Tuesday, March 31 at 4:00 p.m.** at the City Clerk's office. No exceptions will be made.

### Student Information

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

School of attendance: \_\_\_\_\_ Parent Contact: \_\_\_\_\_

Grade: \_\_\_\_\_ Phone No: \_\_\_\_\_

Home Address: \_\_\_\_\_

Email (optional): \_\_\_\_\_

### For City Clerk Use Only

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_

Judge Rank: \_\_\_\_\_ Winner Yes/No: \_\_\_\_\_

Return entry to:

Oak Creek City Hall  
Catherine A. Roeske, City Clerk  
8640 South Howell Ave.  
Oak Creek, WI 53154