

## K. Valerie Connor Poetry Competition – 2025 Adult Rules and Regulations

Failure to read the rules and regulations may result in disqualification. Please note that submission fees will **not** be refunded because of failure to read these rules and regulations and entrants with disqualified poems will not be contacted. These Rules and Regulations are applicable to entrants aged 18 and above; other entrants qualify for either the Intermediate or Elementary category.

### General Terms & Conditions

**Terms Binding.** By entering the competition, each Entrant agrees to be bound by these terms and conditions.

**Privacy.** All personal information provided by you (the Entrant) shall be used solely for the administration of the K. Valerie Connor Poetry Competition (hereinafter referred to as the Connor Poetry Competition). By providing such information, the Entrant consents to its use for such purposes.

**Accuracy of Information.** The Entrant guarantees that all personal information provided with their entry including on the entry form is accurate. The Entrant assumes responsibility and liability for any and all consequences arising from human error, fraudulent information, and any information provided to the Connor Poetry Competition that is inaccurate. ***Any false statement made by an Entrant is grounds for disqualification from the Connor Poetry Competition.***

**Limitation of Liability.** The Connor Poetry Competition, and its administrators the Leacock Museum National Historic Site, including the Corporation of the City of Orillia, its directors, officers, and employees shall assume no liability of any kind whatsoever resulting from fraudulent claims or statements, loss or theft of any data, damage to any equipment including software, computer, or any other malfunctions or mistakes related to information technology, losses, delays, or any other mistake. The Connor Poetry Competition and its administrators shall assume no liability of any kind whatsoever for any case in which their inability to act results from any event, act, or situation beyond their control.

**No Refund.** All entries to the Adult Category are subject to an entry fee of \$10.00 per poem plus HST and a 2.4% service charge. Entries will not be refunded under any circumstances. Entrants may only submit to one category and may submit a ***maximum of three poems***.

**Ineligibility.** Entries that do not conform to these terms and conditions shall be ineligible. Only entries that meet all the present terms and conditions including payment of entry fees where applicable shall be considered for the K. Valerie Connor Competition and any associated prizes.

**Decisions Final.** By entering, each Entrant agrees to abide by the Connor Poetry Competition rules. All decisions made by Connor Poetry Competition administrators or authorized agents, including subeditors, editors, and judges, are final. The Connor Poetry Competition does not respond to correspondence concerning final decisions.

**Jurisdiction.** This Agreement is governed by and shall be construed in accordance with the laws of the Province of Ontario. All Entrants acknowledge that the jurisdiction of the courts of the Province of Ontario is primary.

**Confirmation.** Acknowledgement of receipt will be sent via email to those who provide a valid email address in the personal information section of their entry form. Telephone confirmation of receipt of any entry is not available. The Leacock Museum will not confirm the content of entries.

**Retrieval of Entries.** Entrants are responsible for keeping their own drafts. Once entered, the text of a poem

cannot be retrieved for the Entrant. The Leacock Museum is not responsible for retrieving entries from its database at any time.

**Contact.** Unsuccessful Entrants will not be contacted. Winners will be contacted prior to public announcement.

**Competition Closure.** Should participation levels fail to meet the minimum set by the Connor Poetry Competition, the competition may be closed and all Entrants refunded their Entry Fees. In such a case, all Entrants will be informed by email using the email provided by the Entrant in the submission form. The 2025 minimum number of eligible entries in the Adult Category is 30.

## **Eligibility**

**Subject.** Entries may be submitted by anyone who is currently a resident/student of **Ontario, Canada**. Canadian citizenship is not a requirement of residency. Each entry must be submitted with the author's legal name, and an additional pen name if so desired on the submission form. Entries with an author's name or pen name on poem will be automatically disqualified.

**Inappropriate Content.** Entries which are deemed to promote or condone violence or hate speech will be automatically disqualified.

**Length.** Entries must be a minimum of two words and must not exceed a count of two-hundred fifty (250) including the title. All entries must include a word count at the end of each poem (the displayed word count does not count towards the 250-word limit). Misrepresentation of the word count will result in immediate disqualification.

**Format.** Only electronic copies of poems will be accepted and must be submitted as Word or PDF documents (.docx or .pdf file types). Entries must be typed in black, Arial font, size 12pt or larger with a white background. Handwritten poems will not be accepted, including pdf copies of handwritten poems. No pictures or colours are permitted in each poem for legibility and reproduction purposes. Entries that do not meet these requirements will be automatically ineligible and entrants will not be informed.

**Language.** All entries must be in English (the inclusion of non-English words or phrases is acceptable).

**Submission.** Entries may be submitted online. In-person submissions will be permitted during business hours at Leacock Museum National Historic Site. Only electronic copies of poems in Word or Pdf document (.docx or .pdf) format will be accepted; if entrant submits in-person, they must follow the instructions of the Museum Representative to email their submissions. Submissions must be received within 24 hours of payment, or the entry will be rendered ineligible. Applicable submission fees must be paid at the time of submission.

**Publication Defined.** Any work that has appeared commercially on the Internet or in print, for financial gain to the author, or has been broadcast in any format is considered published and is therefore ineligible for the Connor Poetry Competition.

**Previous Publication.** Entries must be unpublished and original works of the Entrant. Each entry must be the work of a single author, not including a company or organization. Each entry must not infringe upon any copyright of any person or entity.

**Prior Contract.** Entries cannot be under contract, including for publication and/or broadcast in any medium. If an entry is placed under contract or made public after it is entered, it is rendered ineligible, and it is the

responsibility of the Entrant to inform the Connor Poetry Competition of such publication or ineligibility.

**Publication Following Entry.** If an entry is published at any time before the winners of the Connor Poetry Competition have been announced, it will be rendered ineligible. Should the Connor Poetry Competition elect to publish or reproduce any Entry submitted, the Entrant hereby grants permission for such publishing or reproduction.

**Entry.** All entries must be submitted through the online form or in-person before 11:59 PM EST on the deadline date. The 2025 deadline date is **May 28, 2025**.

**No changes.** All entries are final: no changes allowed.

**Entry.** Connor Poetry Competition directors, officers, employees, representatives or agents, including the subeditors, editors and prize judges, as well as any of their immediate family members or persons with whom they are domiciled, are not eligible to enter the Connor Poetry Competition.

**Right to Extend Deadline.** The Connor Poetry Competition reserves the right to extend the deadline as it sees fit.

**Fee Payment.** Entries will not be eligible until payment has been received and confirmed by no more than 24 hours after the closing date and time. If payment is withdrawn, the Entry will be rendered ineligible. Payment for entries delivered to the Leacock Museum National Historic Site must be made via Debit, Visa, MasterCard, or cash at the time of submission.

All entries are final, and ***entry fees are non-transferable and non-refundable.***

**Warranty.** Entrants warrant they have created the entry they are submitting, that they own all rights to it, that all intellectual property, including copyright, in the entry is wholly original to the entrant and remains solely and exclusively with the entrant, and that the entry shall not violate any copyright laws of any country and shall not infringe any other party's copyright, trademark or other rights.

Entrants will indemnify and hold the Connor Poetry Competition and its directors, officers, and employees harmless from and against any and all loss, damage, costs and other expenses arising out of claims, whatever their nature, resulting directly or indirectly from breach of this warranty.

**Disqualification.** All entrants disqualified for not meeting the requirements outlined in these rules and regulations will not be notified and not be refunded due to their disqualification.

## **Publication Rights**

**Copyright.** Copyright remains with the author. By submitting an entry, the Entrant grants worldwide licenses to the Connor Poetry Competition for the following, in the case that the entry is selected for publication: (i) The right to publish the entry online and (if so selected) in print in the Connor Poetry Competition publication. (ii) Non-exclusive right to record with any existing technology, or any technology that is created, and to broadcast and commercialize the public recordings of any published entries or excerpts of those on any media, Internet sites and multiplatform, for one (1) year beginning at the date that the Entrant confirms notification of selection for publication. (iii) The right to insert a hyperlink to the Connor Poetry Competition website where the entries will be stored.

**Reprint.** For any entry that is published online or in the Connor Poetry Competition anthology, any requests for permission to reprint or photocopy an Entrant's work shall be referred to the Entrant.

**Name and Likeness.** All Entrants whose entries are selected for the anthologies shall agree, if necessary, to have their name and/or picture, including their photograph, and/or their voice used for promotional purposes related to this competition, free of charge. Each Entrant who has an entry selected for either publication and/or the prize agrees to take part in reasonable publicity after publication and the awarding of the prize and to the use of their names, title of work, biographies and photographs in such publicity.

## **Selection Process**

**Selection by Editors.** All entries will be selected and judged by officers and judges appointed by the Connor Poetry Competition. The Connor Poetry Competition reserves the right to identify or keep anonymous those judges or officers as seen fit by the Connor Poetry Competition. Each entry will be randomly allocated to an officer, who will select from their allocated entries a shortlist of entries for final consideration by the official judges.

**Judging.** The Connor Poetry Competition judges will select the prize winner from the entries selected for the Connor Poetry Competition shortlist, according to established criteria. Shortlisted submissions will be marked based equally on Originality, Imagery, Technical Skill, Style, and Rhythm for a total of 50 marks. Marks from each of the submissions will be tallied to determine ranking. **Each Entrant shall only be eligible to win one (1) prize in their category.** Should multiple submissions by an Entrant be determined to have won a prize, they will be awarded the greater of the prizes and the other prize(s) will be awarded to the next eligible Entrant(s). Judges will be announced before the closing of the competition at the discretion of the Connor Poetry Competition.

**Tie-breaking.** In the event of a tie between two submissions, an officer appointed by the Connor Poetry Competition shall be asked to review the submissions in question and provide their own judgments, which will then be added as weighting to break the tie.

**Correspondence.** No editorial feedback will be provided to Entrants, except at the discretion of the judges themselves. No correspondence will be entered into with an Entrant by the Connor Poetry Competition regarding the selection process.

**Prize and Publishing.** Cash prizes in Canadian funds will be awarded to Entrants in first, second, and third place for all categories.

The 2025 cash prizes in the Adult Category are one thousand dollars (\$1000.00) for First Prize, five hundred dollars (\$500.00) for Second Prize, and two hundred fifty dollars (\$250.00) for Third Prize.

To be declared a winner and/or to have any entry included, Entrants must meet all the present terms and conditions.

**Winner Announcement.** The winners of the Connor Poetry Competition will be announced publicly at the discretion of the Connor Poetry Competition and only winners will be contacted directly.

**No Transfer.** The prize may not be exchanged or transferred. No substitutions are allowed.

**Refusal.** Refusal to accept the prize releases the Connor Poetry Competition, its directors, and any of its employees, sponsors, members or partners and their affiliates of any obligation towards the Entrant.

**Method of Award.** The prize winner will be notified by telephone if possible or by email if necessary. The method for delivering the prize to the prize winner will be through Direct Deposit requiring the completion of the necessary forms for the Connor Poetry Competition to deposit the funds to the Prize winner. Payment of

any transaction fees, including currency exchange fees, associated with the method for delivering the prize amount to the prize winner are the responsibility of the prize winner.

**Deadline for Claim.** The deadline for claiming the prize will be thirty (30) days from the time of announcement. Should the winner fail to claim the prize, the offer of prize money will be withdrawn, and the funds returned for future distribution.

### **Submission Checklist**

- Name, pen name, or initial are **NOT** on the page
- Includes word count on the page and does not exceed 250 words (the displayed word count does not count towards the 250-word limit)
- .pdf or .docx file
- Typed in 12pt or larger, black, arial font on a white page
- Does not include images
- Written in English (though non-English words and phrases are acceptable)
- Does not promote or condone violence or hate speech