



## **CONGRATULATIONS!**

You have taken the first step towards the honor of representing the city of Inver Grove Heights as a member of its Royal Family. For many of you, participating in a program like this and earning the opportunity to represent their city is a very rewarding and exciting experience. Oftentimes, the experiences gained result in personal growth and lifelong relationships. We are certain you will have many questions about the program and we will attempt to answer as many as possible. This candidate handbook contains the information you need to help you prepare for the program. Please read all the information and feel free to contact the Board of Directors if you have any questions.

One of the most important documents you will find in this handbook is a checklist of required paperwork. This checklist is for your convenience and does not need to be returned. All the papers behind it are to be completed and returned to the program by the deadline stated. These papers set themselves apart as they have the Inver Grove Heights Scholarship Program logo on top of each sheet. Please do not alter the official paperwork in any way (i.e. adding your photo to the official bio form, etc.) Altered paperwork will be returned.

We advise you to get as much done as soon as you can. Do not wait until the last minute or you may feel rushed. While it is not required to type the official application, please feel free to do so if you feel for any reason the judges may have difficulty reading your handwriting. Please ensure the full completion of all paperwork and avoid misrepresentation, as this may lead to automatic disqualification.

It is highly suggested that each candidate brings this handbook with him/her to orientation. We will go over judging, royalty expectations, and schedules in great detail. Making notes in your handbook is a great way to keep all information in one location. A parent/guardian is required to attend orientation with each contestant so please plan accordingly.

If you have any questions regarding candidacy, please feel free to contact:

Director of Recruitment: Ashley VanKempen  
Inver Grove Heights Scholarship Program  
Email: [ighspcandidates@gmail.com](mailto:ighspcandidates@gmail.com)



Royalty will be selected to act as ambassadors for the City of Inver Grove Heights and the Inver Grove Heights Scholarship Program. Royalty must be outgoing and able to meet and greet the public with ease. They will need to be comfortable with public speaking and ready to speak at all appearances. Most importantly, all of the youth selected for the Royal Family must be able to work together as a team.

The judges will consider the following characteristics:

- Poise
- Communication Skills
- Intelligence
- Good Manners
- Grooming
- Warmth
- Friendliness
- Sense of Humor
- Ability to relate well to people of all ages
- Leadership skills
- Persistence

All candidates will be judged fairly and regardless of their sponsor. Physical characteristics will not be a factor in selecting the royalty.

Candidates will be judged in formal and informal settings. Formal judging events will include: one-on-one interviews, panel interviews, the fundraising dinner, and coronation.

At several events, candidates may be asked to draw a random question and answer this question. These questions may be from several diverse subject areas. One candidate may receive a question regarding his/her philosophy on a subject while another candidate may get a question about his/her favorite childhood memory. All questions allow the judges to see the individual's personality and nature.

## CONTESTANT PAPERWORK CHECKLIST

**Your application is due by July 8, 2026**

If you would like to turn in your application prior to the deadline

It can be mailed to:

P.O. Box 2141  
Inver Grove Heights, MN 55076

Or emailed to:

[ighspcandidates@gmail.com](mailto:ighspcandidates@gmail.com)

Candidates may turn in their application packet on the Candidate Orientation July 8, 2026 (Location TBD).

- Candidate Application
- \$40 Application Fee (Made Payable to IGH Scholarship Program)  
(the application fee covers your candidate shirt)
  - Please note, if at any time you choose to discontinue candidacy, the application fee is non-refundable. As stated, it is utilized to cover candidate attire, which is non-refundable.
- Royalty Agreement
- Waiver of Liability

## WAIVER OF LIABILITY

The undersigned ("Participant") hereby releases and holds harmless the Inver Grove Heights Scholarship Program, its Board members, sponsors, and volunteers from any and all liability arising from its sponsorship and my participation in any activity relating to candidacy or as a royalty representative for the Inver Grove Heights Scholarship Program, beginning in July 2026 and ending with the termination of my participation or reign. All references to participation in the Inver Grove Heights Scholarship Program and associated events, include any activity in which I participate as part of my candidacy or as the crowned representatives, whether supervised or unsupervised, chaperoned or not chaperoned.

By signing this Waiver of Liability, the participant certifies that he/she understands that there may be risks of physical injury as a result of said participation. The participant agrees to assume responsibility for those risks.

Participants understand that as part of their voluntary participation, they may decline to actively participate in any portion of this event if they believe that such participation may result in their injury.

Participant specifically waives and releases the Inver Grove Heights Scholarship Program, its Board members, sponsors, and volunteers from any and all liability arising from any injury that they may sustain as a result of their participation in the Inver Grove Heights Scholarship Program and Events.

In addition, Participant specifically waives and releases the Inver Grove Heights Scholarship Program, its Board members, sponsors, and volunteers from any and all liability for damage(s) to their personal property as a result of their participation in said program and related activities.

Participant hereby certifies that they are 18 years of age or older. If a participant has not reached their 18th birthday as of this date, the participant states that their age is \_\_\_\_\_, and their parent or guardian has signed this waiver.

Dated: \_\_\_\_\_, 2026

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Signature of Parent or Guardian

(Required only if the participant is under 18 years of age.)

## Candidate Application - Little Miss/Mr. Inver Grove Heights

Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_ Grade: \_\_\_\_\_

School Attending: \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Relation to Candidate: \_\_\_\_\_

How did you hear about us?: \_\_\_\_\_

What do you like to do outside of school?

---

---

---

What is your favorite subject in school and why?

---

---

---

What do you want to be when you grow up and why?

---

---

---

What is your favorite thing to do in Inver Grove Heights?

---

---

---

What are your favorite family activities?

---

---

---

What extracurricular activities are you involved in?

---

---

---

What are some interesting facts about yourself?

---

---

---

---

In submitting this application, I agree to attend the activities planned for the candidates prior to and during the Inver Grove Heights Days celebration, follow all guidelines and responsibilities as set forth by the royalty committee, and represent my sponsor in a conscientious and dependable manner.

If selected as Little Miss/Mr. Inver Grove Heights or Inver Grove Heights Little Princess/Prince, I understand that my responsibilities will include representing the Inver Grove Heights Scholarship Program and the City of Inver Grove Heights as an ambassador. This includes attendance at local activities and celebrations in other communities throughout the year as determined by the Royalty Coordinator.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

In addition, as parent/guardian, if my daughter/son is selected as Little Miss/Mr. Inver Grove Heights or Inver Grove Heights Little Princess/Little Prince I (we) understand that we will be called upon to assist with chaperoning and transportation to required events. I (we) accept these responsibilities in support of my (our) daughter/son

Signed: \_\_\_\_\_ Date: \_\_\_\_\_