Presented by the Chapman University Alumni Association

Saturday, October 3, 2015

4-6:30 p.m. (teams must arrive by 2:00 p.m. for set-up)

Chapman University - Attallah Piazza

2015 Chapman University Chili Cook-Off
Rules, Regulations and Timeline

The Chili Cook-off Committee is already hard at work planning for the 6th annual Chapman Chili Cook-Off. Here is all the information you will need to get your team registered and organized. Please read carefully because some rules have changed for this year! The registration link will be available beginning in August. Please check the Chapman University Alumni website frequently for updated information about this great event and answers to all of your burning Homecoming questions!

Email Andi Doddridge at doddridg@chapman.edu if you have any questions.
All contestants must abide by the rules and regulations set forth by the Chapman University Chili Cook-Off (CUCCO) and Chapman University.

REGISTRATION
Contestants must submit the following with their application:
- Official CUCCO Registration Application must be completed online by **September 25, 2015**.
- A $50 Cooking Team Registration Fee paid online at the time of application or by check payable to Chapman University must be received at Elliott Alumni House by **September 25, 2015** at 5:00 p.m.
  - This fee is non-negotiable as it only covers half of booth and equipment rentals.

CANCELLATIONS
Cancellations must be made by email to Andi Doddridge at doddridg@chapman.edu, no later than **September 25, 2015**. Any cancellations after this date will not receive a refund of the $50 registration fee. The CUCCO will NOT be cancelled due to inclement weather; no refunds will be made due to weather.

TEAM REGISTRATION WAITLIST
Please understand that the Chili Cook-Off teams are limited to a total of 20 due to space considerations in the Attallah Piazza. Teams will be registered FIRST/COME first served. If you are unable to register online, the teams have reached the 20 team maximum. You are welcome to contact Andi Doddridge at doddridg@chapman.edu to be placed on a waiting list. You will be notified as soon as possible if space becomes available.

INQUIRIES
For further information or inquiries, please contact:

Dr. Margaret Moodian, Chili Cook-Off co-Chairperson
714-342-6925 | mmoodian@brandman.edu

Ariana Burris, Chili Cook-off co-Chairperson
714-348-8457 | arianaburris@gmail.com

Andi Doddridge, Alumni Event and Program Manager
714-744-7679 | doddridg@chapman.edu

CHILI COOK GUIDELINES & FAQS
The CUCCO is not sanctioned or sponsored by the International Chili Society (ICS), the Chili Appreciation Society International (CASI), or any other chili cook-off organization.

CHILI QUANTITIES
Teams are asked to prepare a minimum of **40 quarts (10 gallons)** of chili for the Cook-Off. Please ensure that your booth can adequately provide samples throughout the duration of the event. Samples will be served in 3.25 oz. sampling cups and spoons provided by CUCCO.

BOOTH
- Booths will be assigned in the order of receipt of registration by the CUCCO Committee prior to the event.
• The booth structure may not be altered or damaged in any way.
• Decorations are allowed as long as there is no damage to the booth. All decorations must be removed by the team at the conclusion of the event. Items left behind will be destroyed.
• Since the CUCCO is a family event, booth decorations, themes, handouts, materials, and team uniforms/attire must be in good taste. Lewd or obscene themes are prohibited. Offenders will be disqualified and asked to leave with no refund of the registration fee. Determination of what constitutes lewd or obscene material will remain with the sole judgment of the CUCCO official(s).
• All decorations must be kept to the front and sides of the booth—safely out of distance to any open propane-fuelled flame used for heating the chili. You may attach a hanging banner with your team name on the front ONLY of your booth—additional décor is not allowed to be attached to the booth, and must be free-standing and should be a minimum of 10’ from the cooking area (heating elements). Your team may decorate according to your theme in any manner—as long as there is NO damage to the tables, chairs, canopy tent, or Chapman property. Booth décor materials should consist only of FIRE RETARDANT materials. (These are the Fire Department rules and can be enforced without warning. Please try your best to keep everything fire safe and most importantly safely AWAY from any heating source.)

CHILI INGREDIENTS
The use of commercial ground chili powder is allowed, however complete commercial chili mixes such as “just add meat” mixes that contain pre-measured spices and/or “store-bought/canned” chilies are NOT permitted. Teams are invited to submit their best tasting chili using only safe and edible ingredients. Beans, rice, and pasta may be included as ingredients.

COOKING THE CHILI
• Chili must be cooked thoroughly prior to the start of the event. Teams are not permitted to cook on site, although sterno or propane heating units should be used to reheat and maintain serving temperature at the event.
• All chili must reach proper food temperatures as outlined in Attachment I – Health Care Agency Food Handling Guidelines prior to serving to the public.

CHILI COOKING/HEATING EQUIPMENT
• Teams are responsible for supplying all of their own equipment, including a working food thermometer, propane cook stoves or sterno fuel, serving utensils, pots, etc. (No butane heating elements are allowed at the event).
• The CUCCO will provide each team with a canopy/booth enclosure, 2 tables, 2 chairs, tasting cups, spoons, napkins, a ticket box for People’s choice tickets, a fire extinguisher, and a bottle of hand sanitizer.
• Your team will need to provide its own plastic gloves, long handled but small bowled ladles, hot pads, small hand towels, a dish for spoons and any other kitchen equipment needed.

SANITATION
• Each team is expected to utilize safe and clean stoves and other equipment to heat their chili and maintain cleanliness of their booth.
• Frequent hand sanitizing is encouraged for all food workers and servers. Hand sanitizer will be provided to each team. Additionally, there are 5 hand washing stations located throughout the Piazza on the rear seat wall.
• The cooking area must be maintained in a manner consistent with a safe and clean working environment.
• All teams are responsible for heating their chili in accordance with proper sanitation procedures according to the Attachment I “Recommended Food Handling Guidelines.”

TICKETS
Each team shall have at least two designated ticket takers who will be responsible for marking the consumer/taster’s ticket for the corresponding taste of chili provided to the consumer. No free tastes of chili to consumers without tickets shall be allowed.

ONE CHILI PER TEAM
• Each team is responsible for preparing 10 gallons, (40 qts.) minimum, of chili which will be used for the tasting event.
• One sample of approximately 24 oz. will be submitted in one judging cup (supplied by CUCCO) from each team’s chili entry. No more than one judging sample may be taken from any one team.
• The remainder of the chili will be served to our Chili Cook-Off patrons.

PROTECT THE JUDGING CUP
The judging cups will be distributed at the required Cooks Meeting at 2:00 p.m. Once judging cups have been issued, each team is responsible for their judging cup. Teams must not remove or tamper with the numbers on the outside of the cups. Any marked or altered cup must be replaced prior to submission or it will be disqualified.

CHILI SUBMISSION
Chili will be submitted for judging between 4:00 and 4:45 p.m. Cups must be filled 3/4 full or to the level designated at the cooks’ meeting. A representative will collect your judge’s cup and present the sample to the judging area.

PENALTIES
Failure to comply with the CUCCO Rules & Regulations is subject to disqualification of that entry with no refund of the registration fee. The decision of the official(s) is final. In case of disqualification, the official monitoring the cook-off must immediately notify the team and give a reason for the disqualification.

CLEANUP
Each team is responsible for its own cleanup. This includes trash removal from the booth to the trash cans provided by the CUCCO at the end of the day. The only items remaining in your booth at the end of the event should be the table, chairs, and canopy/ tent provided by the CUCCO.

RULES & REGULATIONS
1. Contestants/Teams may not sell additional food or beverages at the event. All chili tastes must be purchased with a tasting ticket supplied by the CUCCO. The CUCCO will provide each team with tasting cups and spoons for serving to the attendees.

2. Please note that the City of Orange and/or the Orange County Health Department has the right, per state regulation, to inspect all areas for proper food handling and preparation to ensure everything meets California Health and Safety Code. In order to comply with the OCHD regulations, every cooking team must follow all the requirements as outlined in Attachment I – Health Care Agency Food Handling Guidelines. The CUCCO committee is issued a food service
permit by the County of Orange. You will NOT be charged an additional licensing fee, but you do need to meet all health codes. Please read and follow basic sanitation rules. It's recommended that your team members working in your booth wear plastic gloves at all times or sanitize hands frequently with the provided sanitizers at each booth, as well as keep their hair tied back while inside the cooking and serving area.

3. **NO CHILDREN UNDER THE AGE OF 18 ARE ALLOWED INSIDE THE COOKING AREA**
   Children must be supervised at all times and may not enter any cooking booth for any reason. Please plan for supervision of your children OUTSIDE of the Chili cook-off booths.

4. All booth staffers MUST wear an official badge issued at the Captain's meeting. A total of 10 badges will be provided to each team. You may substitute team members in and out of your booth, but be sure to transfer the badges to the new volunteer before he or she enters the booth cooking area. Volunteers should wash their hands before entering to cook or serve the chili.

5. Event attendees, including team participants, are prohibited from bringing any outside alcoholic beverages to the event. Doing so is a violation of Chapman University policy. **NO OUTSIDE ALCOHOLIC BEVERAGES.** All alcohol must be purchased and consumed in the officially designated Beer Garden (Piazza) areas ONLY. Commercial or homemade Beer may be added to the chili as an ingredient, but it MAY NOT be served to the public or consumed by the booth staff.

6. No Advertisement of outside businesses will be permitted. If an outside business has donated materials or supplies to your team, you may acknowledge them with an 8 ½ x11 Thank You sign.

7. Only music provided by CUCCO is allowed at the event. No independent i-pods, radios, stereos, or other forms of music will be permitted in the Piazza. Contestants are required to conduct themselves appropriately to ensure that everyone enjoys the event.

8. **FINALLY**—please keep in mind the following words of wisdom: The CUCCO is an amateur chili cooking competition. **Remember that this competition is more about PRIDE than a PRIZE.** Participants are invited to submit their best tasting chili using only safe and edible ingredients. This may include beans, veggies, rice and/or pastas in the mix. The contest is meant to foster the Chapman Spirit for our campus partners, students, parents, alumni, and friends.

9. Please note all Rules & Regulations are subject to change by the CUCCO Chairs and/or CUCCO Committee. Team captains will be notified of any changes.

**CHILI COOK-OFF TIMELINE**

2:00 p.m.: Team captain or team representative is required to attend the Pre-Event Information Session to discuss Rules & Regulations and any changes/addendums to the event at the Wells Fargo Stage, Attallah Piazza. Your team will be issued a judging cup and your People’s Choice ballot box at this time, so it’s important to be present.

2:00 p.m.: Pre-registered teams must arrive to set-up their booth. Please establish your heating element before setting up any décor. **Keep all decorations at least 10 feet away from any heating element.**
2:30 p.m.: Your booth’s propane connection and/or heating element must be ready for inspection by Fire Safety Chief Mark Davis no later than 2:30 p.m. Heating your chili will require the use of STERNO or PROPANE only. Propane camping stoves and small propane heaters are highly recommended. Captain Davis will be checking to make sure that all flammable materials are at least 10 (ten) feet from any heating element. Keep this in mind when decorating your booth. You will not be able to begin to heat your chili until your booth has been inspected and cleared by Fire Safety.

- There are an extremely limited number of electrical outlets available and they are available on a first request only basis. Please plan to heat chili using alternate means as the electrical outlets in the Piazza can lose power unexpectedly.

3:00 p.m.: Tasting cups and spoons will be distributed to each team. We do not provide a container for the spoons so please bring one. A flat basket or platter will work well.

4:00 p.m.: Welcome remarks from our CUCCO committee Chairmen and introduction of judges followed by chili sampling. Chili must be heated and ready to serve at this time.

4:00 – 4:45 p.m.: Judging Cups will be collected by a CUCCO committee member or runner and presented to the judging area.

4:00 – 5:55 p.m.: People’s Choice voting: Votes are to be placed in designated boxes in booths. Last call for People’s Choice award will be at 5:45. All official ballot boxes must be brought to the stage area for tabulation by 5:55.

4:00 – 5:30 p.m.: Best Decorated Booth judging

6:00 p.m.: Tally begins for People’s Choice Award.

6:15 p.m.: Award Announcements
- Best Spirit/ Decorated Booth and Team (2014- Gamma Phi Beta sorority)
- People’s Choice Award presentation- the perpetual silver spook (2014- Alumni team “Mugs n Jugs”)
- Grand Champion Chili Team Winners and presentation of the perpetual trophy (Delta Gamma sorority “Darn Good” Chili)

6:00 – 6:45 p.m.: Clean-up of Chili booths and Piazza area.

AWARD CATEGORIES

GRAND CHAMPION CHILI
During the event, each team will be asked to provide one sample of their chili for the judges. The judges will be asked to select the best tasting chili from all the entries. Each chili will be judged based on the following criteria on a 5 point scale:
1. **Color** - Chili should look appetizing. A reddish brown appearance is generally traditional and expected.
2. **Aroma** - Chili should smell good. This also indicates what is in store when you taste it.
3. **Consistency** - Chili must have a good ratio between sauce and meat. It should not be dry, watery, grainy, lumpy, or greasy. Vegetarian chili (no meat) is also acceptable for entry, and will not be judged on meat content or lack thereof, but rather on overall flavor.

4. **Taste** - Taste, above all else, is the most important factor. The taste should consist of the combination of the meat, spices, etc. with no particular dominant ingredient.

5. **Aftertaste** - The aftertaste, or bite, is the heat created by the various types of spices and/or peppers. *(Note: HEAT is not a grading scale factor)*

**PEOPLE’S CHOICE AWARD**
- Patrons will purchase tasting tickets on-site at a central location and through the on-line registration for the Chapman Family Homecoming Celebration. With each purchase of five (5) tastings, the taster will also receive one (1) People’s Choice Award Ticket.
- Teams may accept ONLY the tickets provided by the Chapman Chili Cook-Off (CUCCO). No other tickets/ballots will be counted in the determination of the People’s Choice Award.
- Each Chili team booth will have a designated box or receptacle in which People’s Choice Tickets can be submitted. All People’s Choice Voting tickets must be in the boxes and submitted on the stage by 5:55 p.m. The chili booth with the most People’s Choice Award tickets (only) will be awarded this category prize.

**BEST SPIRITED / DECORATED BOOTH AND TEAM:**
The team that best exemplifies the spirit of the CUCCO event will be awarded the Best Spirited Team Award. To get the competitive juices flowing, each team will be asked to decorate their booth in a manner that showcases their team spirit and creativity. The team with the best theme, booth design, and decorations, as selected by the designated spirit judges, will receive this award. Lewd or obscene themes are prohibited.
ATTACHMENT I
COUNTY OF ORANGE: RECOMMENDED FOOD HANDLING GUIDELINES

FOOD HANDLERS
- Wear clean clothing.
- Wash hands before handling food and at frequent intervals. Hand washing stations provided in back of the Attallah Piazza.
- Wear hat, cap, or some type of hair covering.
- Do not smoke in food booths.
- If you are ill or have sores on your hands, **DO NOT** handle food.

REFRIGERATION-COLD FOODS
- Refrigeration: dry ice or ice may be used.
- Meats, hamburger patties, sauces, cream pastries, wiener, sausages, milk and other readily perishable foods require refrigeration to 41°F or below to prevent the growth of pathogenic bacteria or the production of toxins. --- VERY IMPORTANT!
- Foods should not be kept out at room temperature in your booths if they require refrigeration.
- Thaw all frozen foods by placing them in a refrigerator, or by use of ice or dry ice. You may need 24 to 30 hours in advance to thaw food in this manner.

HOT FOODS
- Keep foods being served hot at 135°F or above to prevent the growth of pathogenic bacteria or the production of toxins. Propane heaters and Sterno heat are approved. Propane tank connections must be checked by Fire Authority prior to usage.
- Foods kept in warmers or similar devices should be heated quickly.
- All hot foods left over from the previous day should not be reused.

FOOD PROTECTION
- All open food should be protected from contamination by the public and the food booth workers.
- Keep foods covered as much as possible to protect all open foods from flies, dust, insects, and the public. Screening of booths is recommended.
- All food, food containers, and utensils should be kept a minimum of six (6) inches above the floor.
- Handle foods as little as possible. Use utensils (i.e., tongs, scoops, etc.).

UTENSILS
- Use only clean utensils.
- Use only single-use, throw-away spoons, forks, cups, etc. for serving guests (provided by CUCOO).
- Do not use galvanized or enamelware storage containers for acidic foods or juices.
- A **FOOD THERMOMETER** is required in each food booth.

INSECTICIDES
- Do not store any poisonous substances such as insecticides near foods.

CONDIMENTS
- If used, individual packages, squeeze, pour or pump-type containers are to be used.