Presented by the Chapman University Alumni Association

Saturday, October 11, 2014

4-6 p.m. (teams to arrive by 1:00 p.m.)

Chapman University - Attallah Piazza

The Chili Cook-off Committee is already working on plans for the 5th annual Chapman Chili Cook-off...we wanted to provide you with the information you will need to get your team registered and organized (sometimes this takes longer for some than others). We will provide the registration link to everyone 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!

Please feel free to email Andi Doddridge (doddridg@chapman.edu) if you have any questions.

CHAPMAN UNIVERSITY CHILI COOK-OFF EVENT RULES:

(PLEASE READ CAREFULLY—some rules have changed!)

1. All contestants must abide by the rules and regulations set forth by the CUCCO and Chapman University.

2. Contestants must submit the following with their application: a. Official CUCCO Registration Application must be completed online.

Advance registration is required. Payment for booth space must be received with your application, no later than September 19, 2014. Cancellations must be made by email to doddridg@chapman.edu no later than October 3, 2014. Booth spaces are assigned on a first come, first served basis. The CUCCO will NOT be cancelled due to inclement weather; no refunds will be made due to weather.
b. Required: A $50 Cooking Team Registration Fee (check made payable to Chapman University) or paid online at the time of application. Submit check payment in person to the Elliott Alumni House. This fee covers only ½ of our cost for the booth and equipment rentals, so we cannot negotiate on this price.

3. Pre-registered teams must arrive to set-up their booth decorations by 1:00 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 1:30 p.m. There are an extremely limited number of electrical outlets available and they are available on a first request only basis. Please plan to reheat your chili using a propane tank and burner, a camp stove, or sterno. Please keep in mind that you will not be able to begin to heat your chili until your booth has been inspected and cleared by Fire Safety, which includes any décor around your booth. (Please read paragraph following regarding booth décor and required safety policies) Once the fire inspection has been completed, you can begin to heat your chili. Tasting for the general public will begin promptly at 4:00 p.m. Please allow your team ample time to set up, decorate your booth, and heat your chili.

4. A Team Captain or team representative is required to attend the Pre-Event Information Session to discuss the Rules & Regulations and any changes/addendums to the event at: 2:00 p.m., Saturday, October 11, at the Wells Fargo Stage, Attallah Piazza.

5. Contestants/Teams may not sell 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.

6. 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 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. You will NOT be charged an additional licensing fee, but you will need to meet all health codes.

7. **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.

8. All booth staffers MUST wear an official badge from their team. 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.

9. 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) area ONLY.
10. 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.

11. 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, rice and/or pasta in the mix.

12. DÉCOR: Teams are invited to take part in the Best Decorated Booth competition. However, 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).

13. DÉCOR (part 2): 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. 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. Décor is not allowed to be attached to the booth—it must be free-standing and should be a minimum of 10’ from the cooking area (heating elements). 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.)

14. 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.

15. 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 a 8½ x11 Thank You sign.

16. 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 accordingly to ensure that everyone enjoys the event.

CHILI COOK RULES & 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 to 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.

• **CHILI INGREDIENTS** – The use of commercial ground chili powder is permissible, 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 will not be permitted to cook on site, although sterno or propane tanks may be used to 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.

• **ABSOLUTELY NO CHILDREN UNDER THE AGE OF 16 shall be allowed inside the cooking tents.**

• **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 a canopy/booth enclosure, 2 tables, 2 chairs, tasting cups, spoons, napkins, a ticket box for People’s choice tickets, a fire extinguisher, and hand sanitizer.

• **INSPECTION OF COOKING CONDITIONS** - Cooking conditions are subject to inspection by the CUCCO official(s). Failure to comply is subject to disqualification.

• **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 sanitizing stations will be provided in the Chili Cook-off Areas.

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.”

• **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 the team’s pot. The remainder of the chili will be served to our Chili Cook-Off patrons. No more than one judging sample may be taken from any one team.
• **PROTECT THE JUDGING CUP** – The judging cups will be distributed at the required Cooks Meeting at 3:00 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 at the time designated at the cooks’ meeting on the day of the event. Cups will be filled 3/4 full or to the level designated at the cooks’ meeting.

• **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.

• **TICKETS** - Each team shall provide 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.

**AWARD CATEGORIES**—yes, there are awards. Prizes to be won and respect to be earned....

During the event, each team will be asked to provide 1 (one) 3 cup 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. **Grand Champion Chili:**

   **Color** - Chili should look appetizing. A reddish brown appearance is generally traditional and expected.

   **Aroma** - Chili should smell good. This also indicates what is in store when you taste it.

   **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.

   **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.

   **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)*

2. **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 to be counted by 5:30 p.m. The chili booth with the most People’s Choice Award tickets (only) will be awarded this category prize.

3. Best Spirited / Decorated Booth Team:

The team that best exemplifies the spirit of the CUCCO will be awarded the Best Spirited Team Award. To get the competitive juices flowing, each team will be asked to decorate their booth however they choose to show 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.

**CHILI COOK-OFF SCHEDULE – (subject to change)**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>1:00-1:30 p.m.</td>
<td>Team Arrival and Set-up (Attallah Piazza)</td>
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<tr>
<td>1:30-2:00 p.m.</td>
<td>Fire Safety Inspection for all booths</td>
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<tr>
<td>2:00 p.m.</td>
<td>Cooks’ Meeting - -Welcome and Review of Rules: One team captain must attend. Wells Fargo Stage, Attallah Piazza. Heating the chili and prepping for the chili cook-off can begin at this time</td>
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<tr>
<td>4:00 p.m.</td>
<td>CHILI SAMPLING BEGINS! Piazza Area Chili Booths. (Chili must be heated and ready to serve by this time).</td>
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<tr>
<td>4:30 p.m.</td>
<td>JUDGING CUPS DUE TO JUDGING AREA. Judging of Chili begins. Wells Fargo Stage, Attallah Piazza. (a CUCCO Committee member or runner will pick up your chili sample judging cup)</td>
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<tr>
<td>4:00-5:55p.m.</td>
<td>People’s Choice voting –votes to be placed in designated boxes in booths.</td>
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<td>4-5:30 p.m.</td>
<td>Best Decorated Booth Judging (CUCCO Committee members)</td>
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<tr>
<td>5:45 p.m.</td>
<td>LAST CALL FOR PEOPLE’S CHOICE BALLOTTING—all official ballot boxes must be brought to the stage area for tabulation by the CUCCO tabulation team</td>
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<tr>
<td>6:00 p.m.</td>
<td>Tally begins for People’s Choice Award.</td>
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<td>6:15 p.m.</td>
<td>CUCCO Committee Introductions and Thank You’s.</td>
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<td>• Introduction of judges.</td>
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<td>•Award Announcements</td>
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1) Best Spirit/Decorated Booth and Team (2013 Winner: Disciples on Campus/DOC)
2) People’s Choice Award presentation—the perpetual silver spoon (2013 winners: the Parent Ambassador Council)


6:00 p.m. Those persons desiring seating in the Stadium for the Football game will need to have wristband picked up prior to 6:00 p.m.

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

6:45-10:00 p.m.: Viewing of the homecoming game will be in Attallah Piazza via big screen televisions located in piazza.

Beer Garden to remain open in Piazza area until 10:00 p.m.

TEAM REGISTRATION WAIT-LIST:

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 (contact info below) to be placed on a waiting list. You will be notified as soon as possible if space becomes available. No refunds will be issued to teams that withdraw from the event. Every team must pre-register to obtain their booth space for the day.

INQUIRIES:

For further information or inquiries, please contact:

Dr. Margaret Moodian, Chili Cook-Off Chairperson, 714.342.6925, mmoodian@brandman.edu OR

Andi Doddridge, Alumni Event and Program Manager, 714. 744.7679, doddridg@chapman.edu

Please note all Rules & Regulations are subject to change upon approval from the CUCCO Chair and/or CUCCO Committee. Team captains will be notified of any changes.

*****************************************************************************
I have read, understand, and agree to abide by the Rules & Regulations as set forth in the Chapman University Chili Cook-Off Application. I understand that failure to comply with these regulations may result in immediate disqualification.

Team Captain Name (Please print) ________________________________

Team Captain Signature: __________________ Date: ________________

Team BOOTH NUMBER: ____________

Team Captain Contact (phone or email) ________________________________

Team NAME: ______________________________________________________
ATTACHMENT I

Chapman University Family Celebration Homecoming Weekend (October 10-12, 2014)

COUNTY OF ORANGE

HEALTH CARE AGENCY

ENVIRONMENTAL HEALTH DIVISION

RECOMMENDED FOOD HANDLING GUIDELINES

FOR NONPROFIT ASSOCIATIONS

I. FOOD HANDLERS

A. Wear clean clothing.

B. Wash hands before handling food and at frequent intervals.

(Hand washing stations provided)

C. Wear hat, cap, or some type of hair covering.

D. Do not smoke in food booths.

E. If you are ill or have sores on your hands, DO NOT handle food.

II. REFRIGERATION-COLD FOODS

A. Refrigeration: dry ice or ice may be used.

B. Meats, hamburger patties, sauces, cream pastries, wieners, sausages, milk and other readily perishable foods require refrigeration to 41ºF or below to prevent the growth of pathogenic bacteria or the production of toxins. --- VERY IMPORTANT!

C. Foods should not be kept out at room temperature in your booths if they require refrigeration.

D. 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.

III. HOT FOODS

A. Keep foods being served hot at 135ºF 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.

B. Foods kept in warmers or similar devices should be heated quickly.
C. All hot foods left over from the previous day should not be reused.

**IV. FOOD PROTECTION**

A. All open food should be protected from contamination by the public and the food booth workers.

B. Keep foods covered as much as possible to protect all open foods from flies, dust, insects, and the public. Screening of booths is recommended.

C. All food, food containers, and utensils should be kept a minimum of six (6) inches above the floor.

D. Handle foods as little as possible. Use utensils (i.e., tongs, scoops, etc.).

**V. UTENSILS**

A. Use only clean utensils.

B. Use only single-use, throw-away spoons, forks, cups, etc. for serving guests (provided by CUCOO).

C. Do not use galvanized or enamelware storage containers for acidic foods or juices.

D. A **FOOD THERMOMETER** is required in each food booth.

**VI. INSECTICIDES:** Do not store any poisonous substances such as insecticides near foods.

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