

**Queen City Sertoma's
Cajun Cook-Off and Carnivàle
The Expo Center
Saturday, April 14, 2018
12PM-5PM**



Cook Team Registration Form

Entry Fee: \$75 per 110 v or \$100 per 220 v booth (approximately 10' x 10')
Includes 2 8-foot tables, entry for 6 team members (max of 10 if multiple booths purchased)
Due Friday, March 30, 2018– make checks payable to Queen City Sertoma

Cook Team Schedule*:

Friday, April 13, 2018

- 1-4:00 pm: Stove Delivery/Setup
- 1-5:00 pm: Early Cook Team Load-In and Booth Setup

Saturday, April 14, 2018

- 6:00 am: Cook Team Load-In and Setup
- 6-8:00 am: Sanitizing/Health Inspections. (cooking begins after sanitizing dishes and health inspection/approval)
- 11:30 am: Judging Begins
- 12:00 pm: Gates Open – Public Sampling Begins
- 3:15 pm: Judging Ends - People's Choice Tickets Collected
- 3:45 pm: Winners Announced
- 5:00 pm: Public Sampling/Event Ends (if your food lasts that long)

*See Rules and Regulations section for a more detailed event agenda

Awards:

Awards will be given in the following categories:

- | | | |
|--|---|-----------------|
| 1 st , 2 nd , 3 rd – Restaurant | 1 st , 2 nd Best Dessert – Restaurant | People's Choice |
| 1 st , 2 nd , 3 rd – Individual | 1 st , 2 nd Best Dessert – Individual | Showmanship |

Supplies Needed:

Each team will need to bring all cookware and serving equipment, heavy duty extension cords, hand washing stations, booth decorations, hats or hair nets and food (in original packaging). Cook teams will be provided a quantity of shrimp, sausage, and rice with entry fee – food order must be placed with your Cook Team Ambassador by Friday, March 30th. Please supply enough food for 2,000-1oz. samples. See the Rules and Regulations sections for more information.

Entry Deadline:

Please submit your entry form, signed waiver, food order, and payment by Friday, March, 30, 2018; your space will be reserved once all of these items are received. Spaces are limited so enter today! For questions, email queencitycajuncookoff@gmail.com.

Team Name: _____

Team Captain: _____

Address: _____

Phone: _____ Email: _____

Category: Restaurant Individual Electric: 110v (\$75) 220v (\$100)

Queen City Sertoma
PO Box 11434
Springfield, MO 65808
Queen City Sertoma is a non-profit 501(c)(3) civic organization.
Federal ID 43-1840741 Missouri Tax ID 17201080
All contributions are tax deductible



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Cook Team Rules and Regulations

Event Date: Saturday, April 14, 2018

Event Location: The Springfield Expo Center, 635 E St. Louis Street, Springfield, MO 65806

Event Agenda:

When?	What?	Where?
Fri 1 - 4:00pm	Stove Delivery/Set up	Your Cook Team Booth
Fri 1 - 5:00pm	Early Cook Team Booth Set up	Your Cook Team Booth
Sat 6 - 8:00am	Cook Team Check-In	North Bay Entrance
Sat 6 - 8:00am	Cook Team Set Up	Your Cook Team Booth
Sat 6—8:00am	Sanitizing and Health Inspection	North Bay Area
Sat 6-8:00am	Cooking Begins (after sanitizing dishes and health inspection/ approval)	Your Cook Team Booth
Sat 11:30am	Judging Begins	Turn in At Voodoo Lounge Entrance
Sat 12:00pm	Gates Open – Public Sampling Begins	Your Cook Team Booth
Sat 3:15pm	Judging Ends - People's Choice Tickets Collected	Your Cook Team Booth
Sat 3:45pm	Winners Announced	Main Stage
Sat 5:00pm	Public Sampling Ends/Booth Teardown Begins/Event Ends	Your Cook Team Booth

Important Event Information

Friday

1 - 4:00pm – Stove Delivery and Set up:

- Due to limited 220v for stove hook up, be sure to mark if you will be using a stove on your registration form. **STOVES MUST BE DELIVERED BETWEEN 1 AND 4 PM** for hookup by Expo Center electrician. **NO EXCEPTIONS**

Saturday

6 - 8:00am – Cook Team Check-In:

- Please check in at the **Cook Team Check In** table located on the North Bay of the Springfield Expo Center. Staff will distribute your cook team passes, show you to your booth location, and give you instructions for parking and loading in. These items will also be available Friday night at Early Booth Setup.

IMPORTANT: Absolutely no alcohol may be brought in for personal consumption from outside the event premises, unless it is for cooking & ONLY with advanced approval with aisle ambassador. Event staff reserve the right to check coolers and supplies for alcohol, and any alcohol found will be confiscated. Failure to comply with this rule may also result in disqualification from the Cajun Cookoff competition and/or future Queen City Sertoma events.

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- Upon check in, cook team members will be given the opportunity to purchase up to 5 drink tickets at \$2 (half price). Anyone who wants to drink must present valid ID and obtain a wristband

6:00 am – Cook Team Load-In and Setup

- Each cook team will have a designated ambassador from the Cook Team Committee to answer questions.
- Standard cook team booth will consist of two 8 foot tables and power access.
- Make sure your team has plenty of hands on deck to assist with setup, booth decorating, sanitizing dishes, and cooking.
- Your designated Cook Team Committee Ambassador will deliver your donated food items to you during this time.
- Special arrangements must be made in advance with the Cook Team Chair, Mary Lynn Townsend or Cook Team Assistant Chair, Jennie Rice.
- Please consider how much wattage your equipment will require and keep it to a minimum, if possible in order to prevent interruptions in power supply. If you feel additional electricity will be needed, please contact your Cook Team Committee Ambassador; additional fees may apply.

6:00 am – Sanitizing/Health Inspections

- Restaurant teams that are not cooking onsite must bring their own permits and hang them in a visible location in your booth in order to pass health inspection.
- Sanitizing of dishes begins at the Sanitation Station in the North Bay Area.
- Once ALL dishes (including all utensils, pots, pans, etc.) have been sanitized, return to your booth and wait for the health inspector. **DO NOT BEGIN COOKING UNTIL THE HEALTH INSPECTOR HAS ISSUED YOUR PERMIT TO COOK – THIS INCLUDES FOOD PREP.**
- Cook teams with access to a health-department approved kitchen (restaurants, caterers, food trucks) may cook in their kitchens and transport to the event **AS LONG AS:**
 - The food **MUST** be holding at 140 degrees – health inspector will check.
 - The permits for the kitchen where the food was cooked must be displayed in the booth – the health inspector will check for this as well.
 - Sanitation of all utensils and equipment have been completed onsite.
- For the cook teams cooking at Springfield Expo Center, no pre-cooked and no pre-prepped food is allowed to be brought in unless it is sealed in commercial packaging.
- All food ingredients must be from an approved food source. All meats are to be stamped "USDA" inspected (grocery store labels approved, but locker plant meat must have "USDA" stamp). Harter House wraps in clear plastic bags – must have a receipt to confirm source.
- See section on Food Quality/Storage/Holding Requirements below for more information.

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- Gloves and hair nets are required (facial hair included) for all cook team members in the cooking area.
- If you have any issues, promptly contact your Cook Team Ambassador.

11:30 am – Judging Begins

- You will need 6 separately plated samples of your dish plated and ready for judging by approximately 11:30 am – your Cook Team Ambassador will give you a 10-minute warning before your judging plates must be ready for pickup.
- Your dish submitted to the judges MUST be the same dish you are serving the public.
- Dinner size plates are typically used; be creative with your presentation of your dish.
- Plated samples should include a 3"x5" index card (which your Cook Team Ambassador will provide) with the name of your dish and a brief description. Be creative with both the plated samples and your dish descriptions and sell it to the judges!
- Food Awards Given:
 - Best Dish – Restaurant Division – 1st, 2nd, and 3rd
 - Best Dish – Individual Division – 1st, 2nd, and 3rd
 - Best Dessert – Restaurant Division – 1st and 2nd
 - Best Dessert - Individual Division - 1st and 2nd

Best Dish/Best Dessert Judging Criteria:

 - Taste = 15 points
 - Originality = 10 points
 - Presentation = 10 points
 - Degree of Difficulty = 10 points
- People's Choice Award:
 - Presented to the cook team with the most votes from the public
 - Public votes by dropping the People Choice Vote ticket stub from the event ticket into the fishbowl of the cook team with their favorite dish
 - Fishbowls will be located at each teams booth – encourage people to vote for your dish!
 - Fishbowls with People's Choice Votes will be picked up by a Cook Team Committee Member at 3:15 pm sharp. No votes will be accepted after.
- Showmanship Award:
 - Decorate your booth and dress up to support your theme to attract the attention of the judges to win this award.

12:00pm – Public Sampling Begins

- Queen City Sertoma will provide each cook team with cups and spoons to dish out your Cajun dish to attendees
- Don't forget to encourage people to give you their People's Choice Vote!

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3:45pm – Winners Announced

- The winners of the Cajun Cookoff will be announced from the stage

5:00pm – Public Sampling Ends/Booth Teardown Begins

- Public sampling ends (if your food lasts that long)
- After cooking is completed, many cook teams like to start dismantling and loading out their cooking equipment. Note that no vehicles can be pulled onto the event premises during event hours.

Other Things to Note:

- Sertoma will provide: gloves, napkins, spoons, cups, and fishbowls
- Cook Teams are NOT allowed to sell any items including novelty merchandise, food and/or beverages unless all proceeds are to be donated back to the event AND with PRIOR approval from Cook Team Chair, Mary Lynn Townsend. All monies will be submitted to each team's Aisle Ambassador by 5 pm on the day of the event.
- All cook teams must stay within the designated area of their booth space. Playing loud music at the booth after 11:30 am is prohibited.

Important Numbers:

For Cook Team Questions:

Cook Team Chair: Mary Lynn Townsend 417-343-7235

Assistant Cook Team Chair: Jennie Rice 417-830-9787

For All Other Questions:

Event Chair: Tina Kucera 417-300-5368

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What To Bring With You and Food Requirements

Items to Bring With You Include:

- Hand washing station: **REQUIRED TO PASS HEALTH INSPECTION!**
 - Consists of a container of clean warm water with spigot, soap, paper towels, and a bucket to catch dirty water.
- Hats or hair nets (includes facial hair) – **REQUIRED TO PASS HEALTH INSPECTION**
- Food for (2,000) 1oz. samples
- Heavy duty extension cords
- Power strip
- Cookware (pots/pans, electric skillet, electric burner, toaster oven, etc.)
- All electric cooking equipment used must be 110V, 220V (if designated on registration form) and/or sterno. **Propane cooking WILL NOT BE allowed at the Springfield Expo Center.**
- Thermometer for cooking – **REQUIRED TO PASS HEALTH INSPECTION**
- Knives, cooking utensils, serving utensils, and chafing/serving dishes
- Cooler with ice to keep ingredients cold – **NO refrigerators allowed**
- Tablecloths and table skirts if desired. (No longer supplied by The Expo Center.)
- Plates/bowls for presenting your dish to the judges. Be creative!
- Booth decorations – win that Showmanship Award!

Food Quality/Storage/Holding Requirements

- All ingredients for recipe must be in **ORIGINAL UNOPENED** packaging and must be stamped USDA inspected.
- All ingredients must be sliced and diced on the premises unless they are store bought and still in original packaging.
- All food preparation must be done at back of the booth, away from the public serving line.
- Any open food must be served from the back of the booth.
- Food items not stored in a cooler must be stored off the floor.
- Containers holding food must remain covered except when serving.
- Booths must have a designated server to keep food covered.
- **NO** home canned ingredients, fresh caught or privately packaged meats are allowed.
- Spices must be store bought and in original packaging; or bulk spices may be brought in labeled containers.
- Cooler with ice needed to keep meat at a holding temperature of 41 degrees or less.
- Food in coolers must be packaged to prevent direct contact with ice in cooler.
- Potentially hazardous food must reach an internal cooking temperature of 165 degrees.
- Cooked food for sampling must be held at 140 degrees to be served and covered to maintain temperature when not serving.
- Remember: risk of food borne illness occurs when potentially hazardous food is held in a temperature danger zone between 41 degrees and 135 degrees.

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**WAIVER OF LIABILITY, PERMISSION TO USE
PHOTOGRAPHS, VIDEOTAPES, AND RECORDINGS,
AND ACKNOWLEDGEMENT OF RULES AND
REGULATIONS**

In consideration for the above approved registration, the undersigned, for the above sponsoring business, its owners, officers, directors, employees, agents, other representatives, successors, and assigns, or above sponsoring individual, their employees, agents, other representatives, heirs, and assigns, waive, release, and covenant not to sue Queen City Sertoma Club, Inc., any of its members, or any of the members of the Cajun Cookoff Committee, or Springfield Expo Center, or any other sponsoring or participating individuals or organizations involved, and their employees, agents, and other representatives, and any successors and assigns of any of said entities or individuals, from any and all liability for any actual or claimed injuries suffered by the undersigned, or the above business, its owners, officers, directors, employees, agents, other representatives, successors, and assigns, to its/their property or persons while it/they prepare to participate in, participate in, and/or tear down from participating in the above Cajun Cookoff event ("Event"), or while it/they engage in any other activities in connection with said Event, that are caused by the NEGLIGENCE or FAULT of said above-noted entities or individuals.

The undersigned also hereby authorize and permit the use of the above sponsoring business' or individual's name, and/or the taking and use of photographs, videotapes, recordings, and any other record of the above business' or individual's booth, or of individuals representing the above business or individual covered by this Registration Form in any Cajun Cookoff publication or promotion.

The undersigned also agrees that the above business or individual and its/their representatives shall abide by all of the Rules and Regulations of participation, and the undersigned hereby acknowledges on the business'/individual's behalf that if they do not, the Cajun Cookoff Committee may cancel the registration covered by this Registration Form, and refuse to return the above registration fee at its discretion. The undersigned further agrees that this release and wavier is intended to be as broad and inclusive as permitted by applicable law, and that if any provision hereof is held to be invalid or unenforceable: (1) the balance hereof shall continue in full force and effect; and (2) in lieu of such invalid or unenforceable provision, there shall be automatically added as part hereof a provision as close in terms to the invalid or unenforceable provision as to then make it valid and enforceable and accomplish the original intent and purpose of this release and waiver.

Team Captain Signature: _____

Print Name: _____

Date: _____