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REGISTRATION

Forms
Every team must submit ALL of the forms included, no later than the Head
Cook’s Meeting on 13 FEB 2015 at 7:00 pm

Eligibility
Teams competing must be alumni or an outside organization. No
undergraduate cook-off teams will be allowed.

Cook-Off Teams
A team consists of a Head Cook and up to four assistants with a unique team
name. No team will be allowed to use the same name or a similar name as another team.
(Example: Acme Team #1 and Acme Team #2 will not be allowed) The first
team to register a name will be allowed use of that name. A team’s Head Cook
and team assistants will not be allowed to cook on more than one team.
SET UP / CHECK IN

Times

Teams must move in, set up, and check in during the following times:

   WEDNESDAY 25 MAR 2015  7:00 am - 12:00 (Midnight)
   THURSDAY & FRIDAY 26 & 27 MAR 2015 7:00 am - 3:00 pm
   SATURDAY 28 MAR 2015  7:00 - 9:00 am

There will be absolutely no traffic in the cook off area before or after these times.

Deliveries

Cook-Off teams taking deliveries from tent companies must schedule tents to be delivered to and set up by:

   THURSDAY 26 MAR 2015 @ 3:00 pm

BOOTH / SITE AREA

A. Responsibilities of the contestants:
   - Maintain their respective areas.
   - Keep their respective areas clean at all times.
   - Completely clean the working sites following the Cook-off contest, no later than 6:00 pm on 29 MAR 2015.

B. Trash:
   - Must be contained in plastic trash bags.
   - When full, place sealed trash bags in front of site before the close of each day.
   - Trash receptacles for general use will be placed throughout the area. Teams must furnish trash receptacles for their own areas.
   - As a courtesy to the event staff that will be collecting trash, please refrain from overfilling the bags with trash.

Failure to follow these rules will result in the loss of site security deposit.

C. Each cook-off space is 40’x40’. Props, trailers, tents, coverings, or any other part of contestants’ equipment must not exceed the boundaries of the assigned space(s). There will be a limit of four spaces per team.

D. No two-story structures are permitted unless approved by the Director of Operations prior to the event. All structures must be at the approved height of 16 feet or less.

E. Any cook-off team planning to build or construct any “front,” facade, or similar structure must submit a set of building plans, including drawings, to the Frontier Fiesta Director of Operations for approval by the Head Cook’s Meeting at 7:00pm on 13 FEB 2015, before any building or construction will be permitted.
F. Each team will be responsible for creating a clear and marked point of entry into their site. Site Number and Team name must be properly and clearly displayed outside for the duration of the event.

G. No two Fraternity Alumni Cook-off spots will be allowed to be directly adjacent or across from each other.
- This is to prevent congestion at the site entrances to promote a safe flow of traffic.

H. Tent Covering Configurations will be held to the below standards. Any other site configurations will be handled on a case-by-case basis by the Director of Cook-off.

a. 1 Entry, 3 Closed Sides

b. 1 Entry, 5 Closed Sides

c. 1 Entry, 7 Closed Sides

d. 2 Entries, 8 Closed Sides

e. 2 Entries, 6 Closed Sides

ALCOHOLIC BEVERAGE POLICIES

A. The Head Cook will be held responsible for the conduct of their team and guests.

B. Excessive use of alcoholic beverages and/or unacceptable conduct will be grounds for disqualification and forfeiture of awards.

C. Cook-off teams are NOT permitted to sell food or beverages in Fiesta City.

D. The official event distributor will sell beer to the public. NO open bars will be allowed. NO outside alcohol will be permitted on site.

E. Each team must comply with ALL pertinent laws and ordinances including, without limitation, the City of Houston and Harris County Health Department rules and the provisions of the Texas Alcoholic Beverage Code.

F. The rules and regulations of the alcohol policy are listed in the next section, pages 8 - 10.

G. Failure to comply with these rules will result in disqualification from the Cook-off competition and prosecution by the University of Houston Police Department, the City of Houston Police Department and the Texas Alcohol and Beverage Commission.

The Frontier Fiesta Association abides by the Texas Alcohol and Beverage Commission laws. (https://www.tabc.state.tx.us/)
Any violation of these laws is prohibited. Violators will be reported to the University of Houston Police Department.

- All alcohol consumed in Fiesta City must be purchased through the official vendor either before the event through pre-sale orders or at the event through the University Dining Services Tent. Alcohol is restricted to designated areas within the city.
- You must be 21 years of age or older to consume alcohol in Fiesta City.
- NO beer or other alcohol beverages may be brought on to, or removed from the premises by anyone. It is a violation of state law.
- NO nudity, lewdness, or any form of vulgarity will be allowed.
- All cook-off teams planning to serve alcohol must complete and turn in an official University of Houston Registration of Alcoholic Beverage Distribution form. This must be submitted at least 15 business days before the event.
- For safety reasons, NO aluminum cans or glass bottles will be allowed on the Frontier Fiesta site.

All beer sales to the public will stop promptly one hour before Fiesta City & Cook-Off close.

11:00 pm on Thursday, 26 MAR 2015, and Friday, 27 MAR 2015.
12:00 pm (Midnight) on Saturday, 28 MAR 2015.

Procedures for Distribution of Alcoholic Beverages at Student Events

1. Departments or registered campus organizations desiring to serve or consume any type of alcoholic beverage on campus must register their event in advance by means of the Registration of Alcoholic Beverage Distribution Form. Forms may be obtained from the Dean of Students Office and must be completed and filed in the Dean of Students Office at least 15 business days in advance of the event in order to permit time to clarify issues and to distribute copies of the registration to other university officials. Registration forms must be reviewed by the Dean of Students or designate. A signature from the Dean of Students or designate must be received prior to advertising the event. Individuals within the department or organization must identify themselves as responsible for compliance with the University of Houston’s policies on the distribution of alcoholic beverages as well as federal, state and local laws. A copy of the signed registration form for alcoholic beverage distribution must be available at the event as proof that registration was made.

2. Alcoholic beverages may be distributed in areas approved for programming within designated hours. Space and facilities for the event must be reserved through the appropriate university channels. Alcoholic beverages may be dispensed at campus events between 5 p.m. and 12 a.m. on Monday through Friday and between noon and 12 a.m. on Saturday and Sunday. For special campus-wide events, the Dean of Students or designate may permit earlier distribution.

3. Any event at which alcoholic beverages are to be consumed pursuant to this policy may not have that consumption be the main focus of the event. Any publicity for the event may refer to such beverages only as incidental to the event. Advertising will not portray drinking as a solution to personal or academic problems. Also, it may not promote gimmicks or games (i.e., “one charge for all you can drink,” “chugging contests,” “drink and drown contests,” etc.), which enhance irresponsible drinking.
4. Persons responsible for distributing alcoholic beverages must:
   A. Be 21 years of age or older.
   B. Check a valid driver's license or Texas ID for proof of age and identify legal age drinkers by the use of a hand stamp or a wristband.
   C. Post a sign at the point of distribution indicating “No alcoholic beverages may be consumed by anyone under age 21.”
   D. Have nonalcoholic beverages available and displayed throughout the event as prominently as the alcoholic beverages. If the alcoholic beverages are being distributed free, a nonalcoholic beverage other than water must be available at no charge.
   E. Stop serving alcoholic beverages one hour before the event’s scheduled conclusion or at 12 a.m., whichever is the earlier time.
   F. Cease serving alcoholic beverages to any person who appears to be under the influence of alcohol or any other intoxicating substance, to the degree that he or she may endanger himself or another.
   G. Take other appropriate steps they may identify to encourage the responsible use of alcoholic beverages at their event.
   H. Post a sign announcing their willingness to call a cab for those under the influence of alcohol or any other intoxicating substance.
   I. Provide food items in sufficient amounts for the number of persons attending the function.

5. Students shall not:
   A. Use false identification cards in order to receive alcoholic beverages.
   B. Provide alcoholic beverages to a minor.
   C. Consume alcoholic beverages on campus except in approved food establishments, at events where such beverages are being distributed legally and in approved areas in the residence halls.
   D. Bring alcoholic beverages into or out of an event where such beverages are being distributed legally.

General Guidelines

A. Each team must provide its own supplies. The Frontier Fiesta Association cannot be used for RV’s or other large users of electricity. Additional electricity can be purchased from the Frontier Fiesta Association on the Registration form.

B. Each team is to provide at least one 10lb. fire extinguisher for a 20’X20’ tent and at least two 10lb. fire extinguishers for a 40’X40’ tent. Fire extinguishers must be BC and easily accessed inside tent space, by order of the Fire Marshal. This is subject to change at the discretion of the Fire Marshal’s inspection of the tent.

C. All contest areas must be handicap accessible.

D. Cook-off teams are not permitted to charge admission into individual sites or sell food or beverage.

E. Those individuals attending or participating in the contest and any related events must wear appropriate clothing at all times (no one will be allowed to attend or participate without shoes or a shirt).

F. The University of Houston and the Frontier Fiesta Association reserve the right to remove any material deemed offensive to the general public.

G. Any special entertainment (e.g. bands, promotions, skits, P.A. systems, jukeboxes, etc.) must be fully described in writing and submitted for approval to the Director of Cook-off by 1 MAR 2015.
H. Security and safety are the sole responsibility of the team. The University of Houston and the Frontier Fiesta Association are not responsible for theft of or damage to, the property of a contestant, his or her team’s members, or guests. Further, the University of Houston and the Frontier Fiesta Association are not responsible for any injury to any such person. Each cook-off team will be required to submit a Waiver of Indemnification (Theft/Damage Waiver).

I. A maximum of four team members will be allowed to stay overnight at their site by order of the Safety Marshall. Four overnight passes will be issued to each team at the event for these team members. It will be the Head Cook’s responsibility to make sure all guests are cleared out of the site by close of Fiesta City every night. It will also be the Head Cook’s responsibility to make sure any intoxicated guests are transported home safely. Sites will be inspected after closing time to ensure these guidelines are followed.

J. Holes, dug pits, or open fires in boxes or other containers resting on or less than two feet above the surface are not permitted. Any equipment or devices that may damage the surface area of the contest site in any way are prohibited.

K. All teams must have two points of entry/exit such that both could be used for guest exit in case of emergency, by order of the Fire Marshal.

L. Fire must be wood or of wood substances. Propane may be used ONLY to cook chili and beans. Contestants must take all precautions necessary to prevent fire hazards. All fires must be contained in a suitable manner. Contestants may be disqualified if precautionary measures are not followed or unsafe conditions exist.

M. Cooking pits may be inspected at any time and subsequently the Cook-off team disqualified if it is decided that their cooking pits are dangerous or a safety hazard.

H. Competition Rules and Cooking Guidelines


   **Double Number System** - This secret, double number system assures a fair competition and is fundamental tenet of the IBCA. Two tickets bearing the same number are utilized, one firmly attached to the top of the judging tray in a manner that hides the number and the other ticket removable by the cook to keep. Winning numbers are not revealed until the time to announce award ranking in each category.

   **Judging Trays/Containers** - IBCA recommends the use of a Styrofoam tray with hinged lid and without dividers, which is approximately 8 square inches on the bottom. All judging trays/containers must be clean and free of any markings. Marked trays/containers are disqualified at the discretion of the Frontier Fiesta Association. Cooks are responsible for ensuring that their containers remain clean and undamaged. **Only one tray/container is provided to a team for each entry and a lost tray/container will not be replaced.**

B. **Judging Categories** - Pinto Beans, Chili, Fajitas, Chicken, Pork Spare Ribs, Beef Brisket.

   **All decisions of the contest judges are final - NO EXCEPTIONS**

C. **Cooking Rules per Category**

   - **Pinto Beans** – Must be cooked from dry pinto beans. No canned beans. Nothing larger than a bean is allowed to be turned in using the judging container. (e.g. No large chunks of ham, bacon, etc.) Be sure to remove your ticket from the top of the judging container before filling. The judging container will be provided at the Head Cook’s Meeting on 26 MAR 2015.

   - **Chili** - Must be chili powder based. No canned chili. No rice allowed. Be sure to remove your ticket from the top of the judging container before filling. The judging container will be provided at the Head Cook’s Meeting on 26 MAR 2015.
Fajitas – Can be beef, chicken or a combination. Meat may be pre-marinated, but not pre-cooked. This entry is open to your creativity. The judging tray may contain foil, condiments, decorations, and/or tortillas, but must contain sliced fajita meat at minimum. Adequate meat for 12 judges should be supplied, as well as enough for a taste-off, in the case of a tie. The judging tray will be provided at the Head Cook’s Meeting on 26 MAR 2015.

Chicken – Must be jointed pieces of a chicken (may include breast, leg, and/or thigh). The chicken pieces should be presented such that a judge can easily sample using a plastic fork. No boneless breast meat or Cornish Game Hens allowed. Entry chicken must not be wrapped in foil or contain garnishes or finishing sauces when put in judging tray. Adequate chicken pieces for 12 judges should be supplied, as well as enough for a taste-off, in the case of a tie. The judging tray will be provided at the Head Cook’s Meeting on 26 MAR 2015.

Pork Spare Ribs – Must be slab style ribs, spare or baby back. No Country Style Ribs permitted. Ribs must not be wrapped in foil or contain garnishes or finishing sauces when put in the judging container. Adequate ribs, sliced with bone in for 12 judges should be supplied, as well as enough for a taste-off, in case of a tie. The judging tray will be provided at the Head Cook’s Meeting on 26 MAR 2015.

Beef Brisket – Brisket is inspected, it shall not be pre-marinated or pre-cooked. The brisket(s) shall be in a plastic shrink wrapping and should not be punctured or torn on the raw brisket(s) in order to prevent possible contact with contaminated sources during tagging. Please provide a clean knife to allow for ease of tagging the brisket(s). A total of two briskets may be tagged and entered for competition. Meat inspection and tagging of brisket(s) is Friday, 27 MAR 2015 between 2:30 - 3:30pm at the Lilie Pad. No late tagging - No Exceptions.

Once the brisket is tagged, the brisket tag must remain in the brisket(s) at all times during cooking. If the tag comes loose or falls out of the brisket(s), please contact the Cook-off Committee immediately, and do not attempt to move the brisket(s). In addition, brisket(s) must not be moved from the designated pit; all brisket(s) must be cooked on site.

All brisket(s) are picked up by the Cook-off Committee starting at 3:00 pm on Saturday, 28 MAR 2015.

Do not slice any brisket(s) until the designated Cook-off Committee member is present with the judging container. If a team enters two tagged brisket(s), they may slice and enter meat from one brisket or from both briskets. No garnishes, foil, extra meat juice, or finishing sauces are permitted with the sliced brisket(s). Please provide full width slices (Approximately 1/4 to 3/8 inches thick) for 12 judges, as well as enough for a taste-off in case of a tie.

TEAMS MAY BE SUBJECT TO RANDOM MEAT INSPECTION

Failure to follow these rules will result in disqualification of the category. If you have any questions concerning any of the cooking rules, please contact the Director of Cook-off at (832)-842-6235 or cookoff@central.uh.edu.

City of Houston Cooking Guidelines

The City of Houston Health Department guidelines must be observed. Failure to comply may result in disqualification. Those serving food must observe the following guidelines:

A. Keep all foods (ice, beverages, etc.) and utensils (cups, forks, spoons, foil, saran wrap, etc) off the ground. Keep potentially hazardous foods (meat, poultry, dairy, protein, potatoes, pasta, assorted sauces, etc) cold (45 ° F or below) or hot (140 ° F or above). No exceptions!

B. Everyone shall wear an effective hair restraint (hair net, baseball hat, scarf, etc.)

C. Every site must have a wash, rinse, and sanitize buckets for washing utensils.

D. Each site must have hand-washing facilities.

E. Food must be protected from consumer contamination (sneeze guards, lids, covers, etc.)

F. Absolutely no eating, drinking, or smoking in areas where food is prepared or utensils are washed.

G. Use only rapid reheating methods (stove, oven, or microwave) to reheat potentially hazardous foods. Do not use steam table pans, chafing dishes, crock-pots, or similar warming devices to reheat potentially hazardous food.
Trophies and Awards

A. Cash awards will be presented as follows: First Place Brisket $1,000, Second Place Brisket $600, and Third Place Brisket $400.

B. Trophies will be presented for First, Second, and Third places in Pinto Beans, Fajitas, Chili, Pork Spare Ribs, Chicken, and Beef Brisket.

C. Cook-off Grand Champion will be given to the team that scores the highest combined total in Chicken, Ribs and Brisket and will be presented a trophy.

D. There will also be judging by five individuals, pre-selected by the Cook-off Director in the following categories:

   Best Overall Presentation
   This is awarded to the cook-off team that has the best overall production. Theme, site layout, and site cleanliness, etc. are all taken into account by the judges for this award.

   Bob Scharnberg Award
   This is awarded to the Cook-Off team that is the most open and friendly towards its guests and visitors to Fiesta City.

Trophies and Awards will be presented at the Awards Ceremony on Saturday, 28 MAR 2015 at 6:00 pm.

All decisions of the Judges will be final - NO EXCEPTIONS

Take Down & Check Out

A. Equipment will not be allowed to leave Fiesta City until 1:00 am on Sunday, 29 MAR 2015. All equipment must be removed from the grounds by 6:00 pm on Sunday, 29 MAR 2015.

B. Deposits will be returned after the event on site after clean up. Please get with the Director of Cook-Off to be checked out and to receive your deposit check.

Parking

A. Vehicles entering the contest area during set-up must unload and vacate the contest area immediately. Vehicles must remain on designated driveways at all times. All unattended vehicles will be towed at owner’s expense. Please help us keep the aisles clear.

B. No Vehicles will be allowed in the cook-off area after 3:00 pm on Thursday, 26 MAR 2015, or Friday, 27 MAR 2015. Only vehicles within the boundaries of cook-off site will be allowed. Parking matters will be discussed at the Head Cook’s Meeting on 26 MAR 2015.

C. Each team will receive a sign indicating their space location number, which must be clearly displayed at all times.
Schedule of Events

**Wednesday - 25 MAR 2015**
- 7:00 am - 12:00 am (Midnight) Move In

**Thursday - 26 MAR 2015**
- 7:00 am - 3:00 pm Move In
- 3:00 pm Vehicles Cleared & Tents Set Up
- 4:00 pm - 12:00 am (Midnight) Fiesta City Hours
- 12:00 am (Midnight) Site Closed

**Friday - 27 MAR 2015**
- 7:00 am - 3:00 pm Move In
- 2:00 - 2:30 pm Head Cook’s Meeting
- 2:30 - 3:30 pm Meat Inspection/Brisket Tagging
- 3:00 pm Vehicles Cleared
- 4:00 pm Pinto Beans Entries due at Lilie Pad, Judging begins
- 5:00 pm - 12:00 am (Midnight) Fiesta City Hours
- 6:00 pm Fajitas Entries due at Lilie Pad, Judging begins
- 8:00 pm Fajitas Entries due at Lilie Pad, Judging begins
- 12:00 am (Midnight) Site Closed

**Saturday - 28 MAR 2015**
- 7:00 am - 11:00 am Site Open
- 12:00 pm (Noon) - 1:00 am Fiesta City Hours
- 11:30 am Chicken Entries due at Lilie Pad, Judging begins
- 12:30 pm Bake Fiesta Entires due, Judging begins *
- 1:00 pm Pork Ribs Entries due at Lilie Pad, Judging begins
- 2:30 pm Student Bake Fiesta Entries due, Judging begins*
- 3:00 pm Brisket Pick-up Begins
- 4:00 pm Brisket Judging begins at Lilie Pad
- 6:00 - 6:30 pm Awards Ceremony
- 1:00 am Move Out

**Sunday - 29 MAR 2015**
- 1:00 am - 6:00 pm Move Out
- 6:00 pm Site Closed

**All of the judging will take place at the Lilie Pad.**
* Judging will take place at the Bake Fiesta Tent.
(Schedule is subject to change.)