



PO Box 72313  
Thorndale, PA  
19372

## Chester County Mac & Cheese Cook-off

### 2016 ENTRY INFORMATION AND COMPETITION GUIDELINES

**Event: June 5, 2016 • 12pm – 4pm • Rain or Shine**



Please review all of this information in this cooking instruction packet **PRIOR** to the Cook-off. If you have any team questions, please call Autumn Katzenmoyer, #484-885-6643, Event Chair. Email questions anytime to [info@macncheesecookoff.com](mailto:info@macncheesecookoff.com).

#### IMPORTANT TO KNOW



**EVERYONE** needs a mac & cheese tasting wristband to sample each team's mac & cheese at the Cook-off.



**LICENSE TO OPERATE A PUBLIC EATING OR DRINKING PLACE:** Restaurants and Non-profits that have a Chester County Health Department License to Operate a Public Eating or Drinking Place can bring pre-made mac & cheese from their facility to the competition. You are not required to purchase a Temporary Health Department License, as the Rotary Club of Thorndale-Downingtown attains one for the whole event. Restaurants and Non-profits (or Businesses or Hometown Cooks who team with a facility) with a CCHD License to Operate a Public Eating or Drinking Place are not required to cook on site. **Please submit this license at the time of registration, so it is on file prior to the cook-off.** If you are unsure of your status, contact Rotarian Steve Mueller, #267-303-9466.



**THIS IS A RAIN OR SHINE EVENT. NO RAIN DATE.** Keep in mind the weather, including temperature, when determining how much you are cooking for the event. Weather affects turnout and consumption.

#### ENTRY FEE INCLUSIONS

- ↪ **10 ft by 10 ft space** (tents, tables & chairs can be rented through rotary)
- ↪ **Two 2016 CCMCC Shirts.** Additional shirts are available for purchase; please call Bob Bartilomo, 610-883-7866. Any extras will be on sale at the Cook-off in the Ticket Booths.
- ↪ **Two Mac & Cheese Tasting Wristbands** to taste other teams' mac & cheese.
- ↪ **Tasting cups and spoons** will be supplied by Rotary. **Please** Do Not Throw Away Any Extra Cups and spoons. Rotary will pick them up when you are cleaning up.
- ↪ **Two (2) plastic tablecloths** to cover the tables.

#### RECOMMENDED AND REQUIRED COOKING ITEMS

- ↪ **10 ft by 10 ft Tent** (If you do not rent it from us, you must bring one.) **YOU WILL NOT BE ABLE TO COMPETE WITHOUT A TENT.** This is mandatory from the CC Health Department. We offer a tent package that includes rental of 1 tent, (2) 8ft. tables and 2 chairs. The tent package cost is \$75. **Tent package payment must accompany your registration payment.** All items will be delivered by 7:30am on event day to event location.
- ↪ **A Method to Cook Mac & Cheese – Gas Ranges, Field Ovens or Propane Stoves** (Be sure to bring extra bottles or a large enough supply of propane). **Electric will not be supplied.** Gas stove tops/burners can be rented from Total Rental Party Center in Phoenixville (610-935-8368) or Party Rental Ltd in New Jersey (201-727-4706). (Total Rental does not rent four-burner ovens.) If you do not have a food license and will be cooking at the event, AND you would like to use an oven for baking your dish, please contact us for availability. **Four burner ovens provided by Rotary are available on a first come first serve basis.** Once our stock is depleted, you will need to arrange your own rental, delivery and pickup with Party Rental Ltd in NJ. Reserve Your Rental Equipment Early.

## RECOMMENDED AND REQUIRED COOKING ITEMS (CONT.)

- 🔪 **PER THE HEALTH DEPARTMENT YOU MUST PROVIDE – A Simple Hand Washing Station** – Hot Water in an insulated cooler or large thermos, soap, anti-bacterial hand soap, towels, and catch bucket for soapy, excess wastewater. HEALTH DEPARTMENT REQUIRES THIS and they will be checking for this.
- 🔪 **Bottled Water** for cooking pasta. Water must be bottled. A water source will not be provided at the event.
- 🔪 **Cutting Boards, Knives and Can Opener (if necessary)** – Do not leave these unattended in your booth, please. If any cuts happen, Rotary Sales Booth will have first aid supplies.
- 🔪 **Long Stirring Spoons that reach the bottom of your mac & cheese pot!** Constant stirring and low heat should prevent burning your wonderful mac & cheese at the bottom of the pot.
- 🔪 **Cooking Thermometer** to ensure (per the CC Health Dept.) that your cold food is at or below 41 degrees and hot food (mac & cheese) must be maintained or above 135 degrees. Our CFM will also have a thermometer to continuously check your raw and prepared foods.
- 🔪 **Disposable Gloves.** All food handlers are required to wear gloves while handling food. (Health Dept. requirement)
- 🔪 **Trash Can with trash bags** – You are responsible for removing your trash. Please have a method to contain your trash. The Rotary Club of Thorndale-Downingtown and the Borough greatly appreciate your support.
- 🔪 **Portable Fire Extinguisher** – Better safe than sorry!
- 🔪 **Clean-up supplies** – We recommend a broom, dust pan, grease cutting cleaner, 2 rolls paper towels, trash bags, etc...

## SETTING UP YOUR BOOTH

Set-up begins at 7:30am and teams must complete delivery and set-up by 9:30am.

- 🔪 **One vehicle per team** will be allowed in the parking lot during set-up time. There is additional parking across the street in Kerr Park and also in Mill Town Square parking lot.
- 🔪 You will be met by a Rotarian who will be your liaison and available for any questions throughout the event.
- 🔪 Please unload your supplies as quickly as possible and then exit and park your vehicle BEFORE 9:30am. Please follow the Rotary's exiting instructions that morning. There are several free parking lots nearby. A section of the adjacent parking lot will be marked off for visitors in line and handicap parking. Please follow our instructions for parking at the back of the lot (if available) for safety reasons. We appreciate your thoughtfulness.
- 🔪 If you are in need of assistance during the day contact your Rotary liaison or go to the main Rotary Sales Booth.
- 🔪 If you rented a tent, tables and chairs from Rotary, please breakdown only the tables and chairs and the rental company will come by with their truck to load up after the award ceremony.
- 🔪 **Clean and sweep your area.** Please bag and leave your tied-up trash at a nearby Borough trash can. If you run out of trash bags, check with the Rotary Sales Booth for extra bags.
- 🔪 Award Ceremony will be at @ 3:30pm at the Gazebo.

## HEAD CHEF MANDATORY MEETING

Mandatory Mac & Cheese Chef's Meeting at 9:30am

A mandatory Chefs' meeting will be held at 9:30am on the day of the cook-off at the judging area (TBD). The Head Chef from EACH team MUST attend this meeting. Judging cups will be handed out at the chefs' meeting. In order to compete for mac & cheese awards, you must have an official judging cup provided by the Rotary Club of Thorndale-Downingtown. You will receive updated information on the rules and procedures. Please feel free to ask any questions.

## COOK-OFF PREPARATIONS & COOKING RULES

All teams, except for restaurants and non-profits with a food handling license, must prepare a mac & cheese from scratch at their booth for judging. All teams can begin cooking your mac & cheese as soon as your team is set up.

### For contestants WITHOUT a “license to operate a public eating or drinking place”:

- **NO** cutting or chopping of fresh ingredients UNTIL you begin preparing your mac & cheese on site.
- **DO NOT** bring onions, peppers, tomatoes, etc... pre-cut in storage bags. Only store purchased, un-opened, pre-cut, vacuum-sealed ingredients will be allowed, all else must be chopped on site. (This is a strict Health Dept. rule.)
- Canned Ingredients are allowed, but may NOT be opened until you begin preparing your mac & cheese. (Bring the can opener!)

### For ALL contestants:

- Meat must be stored on ice at 41° F or lower and will be checked prior to cooking.
- **Beef MUST** reach a cooking temperature of 155°, **Chicken MUST** reach a cooking temperature of 165°, and **Fish MUST** reach a cooking temperature of 145°, then it can maintain a 135° during the competition. This will be checked.
- If you use **Water** in the recipe, it MUST be bottled water, un-opened until used.
- Once your Official Tasting Cup is collected, you will then begin giving away the rest of your creamy mac & cheese to the tasting public. **Do not overfill your cups! (We expect 1500 attendees.)**

## COMPETITION

Teams will compete in separate divisions: Restaurant, Business, Non-Profit, Rotary Club or Hometown Cook. There are three (3) Choice award opportunities within each division: Judge's Choice, People's Choice and Kid's Choice. Each Choice award will be awarded to Traditional AND Non-Traditional recipes.

### TRADITIONAL DEFINITION

Traditional mac & cheese does NOT include: meat or seafood products and/or vegetables. Any type of pasta, dairy products, bread crumbs and spices may be used. Eggs and flour may also be used. If you are unsure of an item in your recipe, please ask before the competition.

### OFFICIAL JUDGING

Each team will be supplied with an Official Tasting Cup with your team number on the bottom. Do not alter the cup in any way as this is a blind tasting. Your Cup will be picked up at promptly 12pm by a Rotarian. Only the Judging Committee will have the Master List of which team number matches the cup on the Judging Tables.

For each First Place winner, a \$200 donation will be awarded in the winner's name (limited to one per contestant). The non-profit organization of your choice\* must be listed on your submitted Application in order to be awarded after the competition. \* The non-profit selected must align with one of Rotary's six areas of focus: peace and conflict prevention/resolution, disease prevention and treatment, water and sanitation, maternal and child health, basic education and literacy, economic and community development.



















### CHOICE JUDGING

**This is where you want to encourage your friends, families and customers to come out and vote for you.**

Each member of the public will be given three (3) Voting Tokens to vote for his/her favorite mac & cheese. For each child under the age of 12 that chooses to vote, they too will be given three (3) Kid's Voting Token to vote for his/her favorite mac & cheese. Peoples' Choice and Kids' Choice Awards are given to the Mac & cheese Team that receives the *most* votes via the public's Voting Tokens placed in the peoples' & kid's choice voting collections. Collection will be located at the Rotary Tent. All voting will stop at @ 3pm. The Judging Committee will count the tokens for the Peoples' Choice and Kids' Choice tabulation.

### AWARDS

This year, we will be providing our first place winners in each division for each category with a special macaroni inspired award. Each contestant has the opportunity to win up to three (3) awards. This award will replace the plaque we have presented in year's past. The awards for Judge's Choice will be presented at the Gazebo around 1pm. The awards for People's & Kid's Choice will be presented at the Gazebo around 3:30pm. Up to 18 awards could be presented during the event.

AWARD CATEGORIES						
DIVISIONS	JUDGE'S CHOICE		PEOPLE'S CHOICE		KID'S CHOICE	
	Traditional	Non Traditional	Traditional	Non Traditional	Traditional	Non Traditional
Restaurant (includes food retail)						
Business						
Non-Profit/Rotary Club or Hometown Cook						

### BREAKING DOWN YOUR BOOTH

- 🔪 Award Ceremony for People's Choice will be held at @ 3:30pm at the Gazebo.
- 🔪 If you are in need of assistance during the day contact your Rotary liaison or go to the main Rotary Sales Booth.
- 🔪 Be sure to carefully clean up your area. The lot must be as clean as when you arrive. Return the unused cups, spoons and napkins to Rotary Sales Booth before leaving the lot, please.
- 🔪 If you rented a tent, tables and chairs from Rotary, please breakdown only the tables and chairs and the rental company will come by with their truck to load up after the award ceremony.
- 🔪 **Clean and sweep your area.** Please bag and leave your tied-up trash at a nearby Borough trash can. If you run out of trash bags, check with the Rotary Sales Booth for extra bags.

**Please email us or call us with any questions, we're here to help. Thank YOU!**