



2017 RULES AND ENTRY FORMS

Entry Fee: \$100

ENTRY FORM DEADLINE:	5PM, OCT. 6, 2017
ENTRY CHECK-IN:	11:30AM, NOV. 5, 2017
2017 COMPETITION & AWARDS:	4:30PM, NOV. 5, 2017

RULES AND PROCEDURES

The following rules and procedures have been set forth and established by Better Housing Coalition Young Professionals' Board (henceforth referred to as BHCYP) for the purpose of the 2017 Gingerbread House Competition. Please read the rules and procedures carefully and retain these sheets for your records. Due to space, the number of entries will be limited to a total of 24. Also, entrants are limited to teams of 2-6 participants. Individuals will not be considered. You are encouraged to submit your entry form early and before the deadline to ensure entry into the competition. BHCYP reserves the right to refuse any entry deemed inappropriate. For additional questions, please contact Event Chair, Rebecca Rowe at BHCypEventsChair@gmail.com.

ENTERING & QUALIFYING GUIDELINES

To be eligible for the competition, a completed and signed copy of Competitor Entry Form must be received by email prior to **5pm on Friday, October 6, 2017**. The Competitor Entry Form must be signed by all members of team, and one member must be designated the Team Captain. Team Captains must be older than 18 years of age as of the competition date, while all other team members must be at least 15 years of age and must be committed to only one team. Team Captains are also committed to attending the entire Competition Event, being present for judging, and will serving as the primary contact. **Entries that are not pre-registered will not be accepted.** Competitors will receive a confirmation email containing their entry number upon receipt of completed Competitor Entry Form. Discovery that greater than six people have worked on any element of the final gingerbread house is grounds for disqualification and forfeiture of registration fee. Participants that are employees or board members of BHCyp are barred from participating.

To be eligible for the competition, a completed and signed copy of the Competitor Entry Form must be received via email at BHCypEventsChair@gmail.com by **5pm on Friday, October 6, 2017**, and **entry fee must be received by Friday, October 13, 2017**. Please submit one complete copy of Competitor Entry Form per team including only the team captain's contact information. Please submit a list of all team participants. A signature from a parent or legal guardian will be required for each team member under 18 years of age. In the event a team entry wins a prize, the team captain will be the recipient of any prizes and is responsible for distributing to the team members as he/she sees fit.

ENTRY FEE

To complete registration, your team's **\$100 entry fee must be received by Friday, October 13, 2017**. Checks for the entry fee should be made to Better Housing Coalition and mailed to:

Better Housing Coalition
PO Box 12117
Richmond, VA 23241 Attn:
Gingerbread House Challenge

CANCELLATION POLICY

BHCYP understands that situations may cause competitors to withdraw from the competition. In the event you are no longer able to compete, please inform Event Chair, Rebecca Rowe at BHCypEventsChair@gmail.com. Registration fees are non-refundable September 1, 2017.

DESIGN

BHCYP's 2017 theme is "Holidays in RVA"; entries are not limited to the structure of a house. Competitors are welcome and encouraged to uniquely design their entry for the 2017 competition, as long as the entry is in keeping with the competition rules and procedures and the judging criteria.

JUDGING AND CRITERIA

Judging will be held on Sunday, November 5, 2017 with an Awards Ceremony held at approximately 4:00pm.

Entries will be judged on 1) Overall Appearance, 2) Originality, 3) Difficulty, 4) Precision and 5) Consistency of Theme.

For juried prize, decorative elements that are handmade will carry more weight than similar prefabricated items. All rulings by the judges are independent and final; they are in no way influenced by BHCYP members or affiliates. In the event of a tie, the competition Call Judge will be asked to break the tie.

SIZE LIMITATIONS

Entry must be placed on a board base. Entries combined with a base must not be larger than 24 inches high, 24 inches wide, and 24 inches long. We suggest using $\frac{1}{2}$ " or $\frac{3}{4}$ " plywood as a base for your entry. Use of pegs or risers on the bottom of the base is encouraged for ease of transport but not required. **If you wish to install "legs" on the underside of your base, the legs are considered as part of the base and should not cause the entry's height to exceed 24 inches.**

MATERIALS & CONSTRUCTION

All visible element of your entry must be edible; interior structures are allowed to be made of non-edible material. The main structure of your entry must be constructed from gingerbread, some of which should be exposed. Edible materials are not limited to candies and icings. Use of gum paste, fondant, pastillage, chocolate, modeling chocolate, royal icing, isomalt, cast sugar, gelatin, and pressed sugar is encouraged. Handmade elements are encouraged. Note that refrigeration for entries will not be provided.

Entrants will not be provided with a power source; should you choose to add lighted or powered elements, they should be battery powered. Non-edible materials such as paint and/or ribbon are approved only to decorate the outer edge of your plywood base only (not to exceed the length and/or width of the base).

All structures must be free standing with the ability for judges to view on all sides.

IDENTIFICATION & DESCRIPTION

At least three photos of the team's process must be submitted. You may submit photos prior to the event to Event Chair, Rebecca Rowe at BHCypEventsChair@gmail.com to help with the promotion of the event, or at check-in to include in the judges materials. Participants are also allowed and encouraged the use of a 3X5 index card (or comparable equivalent) to display along with their entry, explaining theme, process, etc. All photographs will become the property of BHCYP.

ENTRY REGISTRATION

Please plan for the entire check in process to take 1 hour. It is mandatory to stay with your entry until final placement. Please bring whatever assistance is needed to move your entry (carts, additional helpers, etc).

Check in: Sunday, November 5, 2017 starting at 11:30am

ENTRY REGISTRATION PROCESS

1. **UNLOAD** your entry in front of the Hardywood Park Craft Brewery auxiliary building. Vehicles will be allowed 10 minutes for unloading entries. You must promptly move your vehicle to an approved parking area once you have unloaded your entry.

A small number of carts for transporting gingerbread entries will be made available only at this location and are not permitted to be removed from this area. If you have a small hand cart, you are encouraged to bring it to minimize wait time for an available Hardywood cart. At no time does BHCYP or Hardywood Brewery guarantee

the safety or security of the entry and cannot be held responsible for any damages incurred by the entry.

2. **CHECK-IN** desk is located inside the auxiliary building next to the loading zone.
3. **ENTRY PLACEMENT** in the Tasting Room is predetermined by entry number.

PLACING & PRIZES

Prize checks will be sent to the winners after the competition and will be mailed to the address that is provided on the entry form.

Juried Grand Prize: \$1,000

People's Choice: \$500

ENTRY AUCTION

By registering for this challenge, competitors agree to the auction of their gingerbread entry after the competition. All donations collected from the auction of entries will support Better Housing Coalition's mission of changing lives and transforming communities through high-quality, affordable housing in the Richmond region. Winning bidders are responsible for transporting the display on the day of the event by 6:00pm or pick up on Monday, November 6 at noon. In the event that an entry is not bid upon or picked up, the team captain should pick up the entry or it will be discarded at 1:00pm on Monday, November 6, 2017.

PLEASE SEE THE FOLLOWING PAGE FOR THE OFFICIAL 2017 BHCyp GINGERBREAD HOUSE COMPETITION ENTRY FORM. THIS FORM MUST BE RECEIVED BY THE EVENT CHAIR BEFORE 5PM ON FRIDAY, OCTOBER 6, 2017. EXCEPTIONS FOR LATE ENTRY FORMS WILL NOT BE MADE. COMPETITORS WILL RECEIVE A CONFIRMATION EMAIL WITH THEIR ENTRY NUMBER ONCE THE ENTRY FORM HAS BEEN PROCESSED.

COMPETITOR ENTRY FORM

REQUIRED FOR ALL ENTRIES

DEADLINE: OCTOBER 6, 2017 5:00PM

Please complete clearly and in print (to be completed by Team Captain)

Name of Gingerbread Entry: _____

Team Name or Affiliation: _____

Team Captain:

(First) (Middle Initial) (Last)

(Mailing address)

(City) (State) (Zip Code)

(Phone) (Email address)

I understand that to be eligible for the competition; I must agree to the following as indicated by my signature below:

1. I must return my entry form by Email no later than 5pm on Friday, October 6, 2017, and my entry fee must be received by Friday October, 13, 2017
2. I must deliver my completed entry to Hardywood Brewery on Sunday, November 5, 2017, starting at 11:30AM
3. I must follow all of the Rules and Procedures set forth by BHCYP.
4. My entry will be auctioned off to benefit the mission of Better Housing Coalition.
5. Should my entry not be picked up by auction winner, I must pick up my entry between the hours of noon and 4PM on Monday, November 6, 2017. Entries not picked up will be discarded at 5PM on November 6, 2017.

6. Permission is hereby granted to Better Housing Coalition and Hardywood Brewery to print or otherwise duplicate the picture or likeness of my entry and/or myself with my entry for either internal or external release, this includes print and online publications, plus local and network television. I understand that the image of my entry becomes the property of BHC. While understanding that at no time does BHC or Hardywood Brewery guarantee the safety or security of my entry and cannot be held responsible for any damages incurred to my entry on or off the Brewery's property. By participating, each competitor agrees to be bound by all of the Rules and Procedures herein, which may be amended from time to time. BHC and Hardywood Brewery reserve the right to refuse entries that are deemed inappropriate for display, to disqualify any competitor who fails to follow the Rules and Procedures contained herein and/or to disqualify any competitor who falsifies any entry form information.

7. I hereby RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE Better Housing Coalition their officers, agents, affiliates or employees (hereinafter referred to as RELEASEES) from any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or to any property belonging to me, while participating in such activity, while in, on or upon the premises where the activities are being conducted, REGARDLESS OF WHETHER SUCH LOSS IS CAUSED BY THE NEGLIGENCE OF THE RELEASEES, or otherwise and regardless of whether such liability arises in tort, contract, strict liability, or otherwise, to the fullest extent allowed by law.

8. I further hereby AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASEES from any loss, liability, damage, or costs, including court costs and attorneys' fees that Releases may incur due to my participation in said activities, WHETHER CAUSED BY NEGLIGENCE OF RELEASEES or otherwise, to the fullest extent allowed by law.

9. IN SIGNING THIS AGREEMENT, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Wavier of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent; and I execute this Agreement for full, adequate and complete consideration fully intending to be bound by same.

Signature of Team Captain: _____ Date: _____

Team Captain date of birth: _____

Entry form must be received by Friday, October 6, 2017.

Forms should be scanned and emailed to BHCypEventsChair@gmail.com or mailed to Better Housing Coalition, PO Box 12117, Richmond, VA 23241, Attn: Gingerbread House Challenge or faxed to 804.644.1057.

TEAM ENTRY PARTICPATION FORM

REQUIRED FOR ALL ENTRIES

DEADLINE: OCTOBER 6, 2017

Printed Name of Entrant _____ Birth Date: ____/____/____

Signature of Entrant: _____ Date: _____

Signature of Parent or Guardian: _____ Date: _____

I affirm that the entrant listed above is _____ years of age and will independently design, construct and decorate the entry to be submitted. I am aware that this competition takes place at a brewery and the entrant listed above is authorized to participate in the competition.

Printed Name of Entrant _____ Birth Date: ____/____/____

Signature of Entrant: _____ Date: _____

Signature of Parent or Guardian: _____ Date: _____

I affirm that the entrant listed above is _____ years of age and will independently design, construct and decorate the entry to be submitted. I am aware that this competition takes place at a brewery and the entrant listed above is authorized to participate in the competition.

Printed Name of Entrant _____ Birth Date: ____/____/____

Signature of Entrant: _____ Date: _____

Signature of Parent or Guardian: _____ Date: _____

I affirm that the entrant listed above is _____ years of age and will independently design, construct and decorate the entry to be submitted. I am aware that this competition takes place at a brewery and the entrant listed above is authorized to participate in the competition.

Printed Name of Entrant _____ Birth Date: ____/____/____

Signature of Entrant: _____ Date: _____

Signature of Parent or Guardian: _____ Date: _____

I affirm that the entrant listed above is _____ years of age and will independently design, construct and decorate the entry to be submitted. I am aware that this competition takes place at a brewery and the entrant listed above is authorized to participate in the competition.

Printed Name of Entrant _____ Birth Date: ____/____/____

Signature of Entrant: _____ Date: _____

Signature of Parent or Guardian: _____ Date: _____

I affirm that the entrant listed above is _____ years of age and will independently design, construct and decorate the entry to be submitted. I am aware that this competition takes place at a brewery and the entrant listed above is authorized to participate in the competition.

Check In Form

REQUIRED FOR ALL ENTRIES

Bring day of competition

Entry Number: _____

Title of Gingerbread Entry: _____

Description of your Entry: Explain the backstory and/or theme and materials used in the construction process.

REQUIRED: Up to three photos of your process.