

**Official  
CASI Rules**

**CASI**



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Society International, Inc.**

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**Effective October 1, 2022  
Through September 30, 2024**

Revised October 1, 2021

The Official CASI Rules are intended to govern the manner in which chili cookoffs are conducted, and it is recommended that all CASI affiliates abide by them. However, CASI, its Board of Directors, and individual Directors do not assume responsibility in any way for the implementation and enforcement of these rules at the local level. Further, CASI, its Board of Directors, and individual Directors cannot be held responsible for any violation of the Official CASI Rules.

It is the responsibility of the cookoff chairman to obtain an official CASI Registration Packet including official CASI forms. This registration packet is available through CASI Upcomings Coordinator.

**Michael Mayorga, Upcoming Events Coordinator**  
**24810 Red Oak Street**  
**Magnolia TX 77355**  
**281-772-2583**  
**casievent@casichili.net**

**TallyMaster**  
**Send Cookoff Results to:**  
**Melissa Pate**  
**1201 S Rainbow Ranch Road**  
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**or**  
**Upload documents and pay by**  
**Credit Card at**  
**www.casichili.net**

**Chili Cookoff Insurance:**  
**If you require an insurance certificate for your cookoff, please do the following:**

**Email: Brian Spencer**  
**CASI Executive Director**  
**BriancasiED@casichili.net**

**Your information must include:**  
**Name of the cookoff - Date of the cookoff**  
**Location/Address - Who is the certificate holder (venue)**  
**If you need to add names to this certificate other than CASI,**  
**there will be a \$35.00 fee for each additional name**  
**Who and Where to fax or mail the certificate**

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## WELCOME TO CASI!

COOKOFFS: A CHARITABLE WAY TO FIND THE CHILI OF THE DAY. For over forty-five years, chili cookoffs have served as a way to have fun, promote chili, and help others. Millions of dollars in proceeds from chili cookoffs have been donated to charitable organizations and used to support charitable causes. Many charities benefit from these celebrations of chili.

CASI: A WAY TO CONDUCT COOKOFFS. As cookoffs transformed from tomfoolery to semi-serious competition, an organization known as CASI (an acronym derived from Chili Appreciation Society International, Inc.) evolved. CASI developed formal rules and guidelines to encourage fair and impartial judging of chili and showmanship competition.

RULES: WHY ALL THESE RULES? Promoting fair and impartial judging of chili and showmanship prompted CASI's system of rules and guidelines. These allow the best chili and show teams at cookoffs to be recognized. Cookoffs that use CASI rules are eligible for CASI sanctioning. Through the CASI sanctioning process, points for cookoff winners are recorded by CASI. Those who qualify (see page 12) using this system are invited to cook at the annual Terlingua International Chili Championship cookoff.

CASI MEMBERSHIP: A WAY TO SUPPORT THE CHILI WORLD. CASI is made up of chiliheads from around the world who belong to local and area organizations called "Pods". Each Pod elects a Great Pepper to represent it at the CASI Annual Great Peppers' Meeting. These Great Peppers, in turn, elect the CASI Board of Directors and Executive Director who operate the organization worldwide. All rules are approved by this group of Pod representatives.

Although one does not have to be a member of CASI to participate in chili cookoffs, CASI is the major organizational body of the chili world, existing to promote chili and serve the needs of chiliheads everywhere and welcomes all chili cooks to become members of CASI. For the name of the Pod nearest you, or to join CASI, visit our websites at [www.chili.org](http://www.chili.org) and [www.casichili.net](http://www.casichili.net).

Annual CASI Membership dues are \$25.00 per person  
CASI Lifetime Memberships are \$425.00 per person  
Annual CASI Corporate Memberships are \$125.00  
Effective October 1, 2015

CASI BOARD OF DIRECTORS: For a list of the current CASI Board of Directors, please visit our website [www.casichili.net](http://www.casichili.net).

NON PROFIT ORGANIZATION: CASI-Chili Appreciation Society International, Inc. is a Texas nonprofit corporation and is recognized as a federal 501(c)(3) tax exempt entity.

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This publication of rules and guidelines forms a set of standards that has been discussed and approved by the Chili Appreciation Society International, Inc. (hereafter "CASI") Board of Directors and the Great Peppers, who represent local and area organizations (Pods) made up of chiliheads from around the world. The CASI chili cooking and showmanship rules will be open for amendment every third year at the annual CASI Great Peppers' Meeting. Emergency exceptions may be made by the CASI Board of Directors.

CASI DEFINITIONS - As used in this publication:

1. CASI OFFICIAL – A CASI official is a director, Regional or Area Referee, a Great Pepper or a designee by one of these officers.
2. RULES - Regulations that govern the conduct of contestants, the judging process, cookoff sanctioning, and chili championships.
3. GUIDELINES - Written directions or information that provide assistance for cooks, promoters, and CASI cookoff officials.

CASI RULES govern chili and showmanship competition and judging, sanctioning, and championship cookoffs, and qualifications for the CASI Terlingua International Chili Championship.

CASI GUIDELINES govern actions of cooks, promoters, and officials and provide assistance in presenting a CASI chili cookoff.

The current CASI rulebook is posted on the CASI web page, [www.casichili.net](http://www.casichili.net), under the Resources tab.

## I. CHILI COOKING RULES

- A. **CHILI COOKED ON SITE** - All chili must be cooked from scratch on site the day of the cookoff. All chili must be prepared in the open (no cooking in motorhomes, etc.).
1. **CHILI COOKED FROM SCRATCH** - "Scratch" is defined as starting with raw meat. No marinating is allowed. Commercial chili powder is permissible, but complete commercial chili mixes ("just add meat" mixes that contain premeasured spices) are not permitted.
  2. **NO FILLERS IN CHILI** - Beans, macaroni, rice, hominy, or other similar ingredients are not permitted.
    - a. Onions, peppers, tomatoes, garlic, etc., are permitted in chili as long as these ingredients are of consistent size and are distributed evenly throughout the judging cup.
  3. **SANITATION** - Cooks are to prepare and cook chili in as sanitary a manner as possible.
    - a. **INSPECTION OF COOKING CONDITIONS** - Cooking conditions are subject to inspection by the head judge or his/her designee and CASI Referee. Failure to comply is subject to disqualification.
    - b. **COOKS MAY HAVE TO TASTE THEIR CHILI** - At the discretion of the head judge or CASI Referee, chili cooks may be required to remove the lids from their chili cups and taste their chili before turning in for judging. If a contestant refuses, his or her chili will be disqualified.
- B. **ONE CHILI PER COOK** - Each head cook is responsible for preparing one pot of chili that he or she intends to be judged and turning in one judging cup from that pot. No more than one judging sample can be taken from any one pot.
- C. **COOKS MUST SIGN NUMBER SLIPS** - Chili cooks must sign their secret ticket slips in ink with their first and last names at the time cups are issued. A cook will not be eligible to win (place in the top 10), if their secret ticket is unsigned when presented. Cooks must present their signed secret ticket to win.
- D. **PROTECT THE JUDGING CUP** - Once judging cups have been issued, each head cook is responsible for his or her judging cup. Cooks must not remove or tamper with the ticket on the outside of the cups. Any marked or altered cup must be replaced prior to turn-in or it will be disqualified. (See Sections A.4 and 5 for cup replacement.)
- E. **FILLING CUPS** - Cups must be filled to  $\frac{3}{4}$  inch from the top of the cup or to the level designated at the cooks meeting.
- F. **CHILI TURN-IN** - Chili will be turned in at the place and time designated at the cooks meeting or as otherwise designated by the head judge.
- G. **PYROTECHNICS** - No chili contestant may discharge firearms or use any pyrotechnics or explosives at a chili cookoff. Contestants discharging firearms and/or using explosives or other pyrotechnics will be disqualified from the chili cookoff.
- H. **PENALTIES** - Failure to comply with CASI rules will result in disqualification of an individual cook for the cookoff. Decisions of the official(s) are final. In case of disqualification, the CASI official monitoring the cookoff will immediately notify the head cook and give a reason for disqualification. In the event disqualification of a cup of chili occurs after judging has started, it is not necessary that the cook be located or given an explanation for the disqualification.

## II. CHILI JUDGING RULES

- A. JUDGING CUPS - All cups must be identical in color, size, and shape.
1. PREPARATION - A duplicate set of tickets provided by CASI should be used and attached to cup per guidelines unless tickets do not arrive in time. Commercial two-part tickets may be used, but must stay attached to the cup until the cook removes and signs the ticket.
    - a. PROTECTION - Care will be taken by all cup handlers and cooks to avoid damaging cups and/or numbers.
  2. SIGN FOR JUDGING CUP - Each chili cook must sign the secret ticket slip in ink with first and last name at the time the judging cup is issued and initial official Entrants List that cup was received.
  3. TAMPERING - Any cup that appears to have been marked or altered will be referred to the head judge for a ruling concerning disqualification.
  4. DAMAGED CUP - If a cup is damaged, a replacement cup can be obtained from the head judge only after the head cook turns in the damaged cup and both tickets. (The head cook must sign the replacement cup ticket at the time of replacement in front of the Head Judge.)
  5. LOST CUP - If a contestant loses a cup or ticket, a new cup and ticket can be issued. In this case, the head judge must sign the new secret ticket. NOTE: If the number of cups turned in exceeds the number of head cooks registered, the original ticket held by contestants with lost cups become invalid.
- B. CHILI JUDGES - Judging will be done using preliminary and final judges, and, when applicable, intermediate level judges. (Five (5) or six (6) judges per table are suggested for all levels below final. The final table should have ten (10) or more judges, but must have a minimum of five (5); the number should be at the discretion of the head judge.) Judges must be adults (18 years or older).
1. PRELIMINARY JUDGES - Head cooks or knowledgeable cooking team members may serve as judges on all levels except the final table. The cookoff promoter is encouraged to make every effort to have public judging of the chili.
  2. INTERMEDIATE LEVEL JUDGES - Intermediate level judges must not have been preliminary judges.
  3. FINAL JUDGES - Final judges must abstain from tasting chili prior to judging. Final judges must not be associated with any cook at that cookoff (*e.g.*, one spouse cooking and the other spouse judging; member of cooking team judging if another member of same team is cooking).
- C. LEVELS OF JUDGING - At each level of judging prior to the final table, judging cups must be divided equally among the tables. At least 50% (one half) of the chilis in each level of judging must pass to the next level of judging. A number larger than 50% may be used, but never less than 50%.
1. PRELIMINARY - After judging, a minimum of 50% (one half) of the chilis must progress from each preliminary table to the next level of judging. At cookoffs with fifteen (15) to twenty (20) cooks, preliminary judging may be omitted and all chilis may proceed to final judging.
  2. INTERMEDIATE LEVEL(S) - At cookoffs where more than twenty chilis would be on the final table, additional judging levels will be used.
  3. FINAL - Chili will progress from the prior tables so that the final table will begin with no fewer than fourteen (14) chilis and will be limited to approximately twenty (20) chilis, as determined by the head judge. In cookoffs with more than 100 cooks, the final table will have an adequate representation of the chilis to be judged as determined by the head judge.

4. TIES - Tie scores in the predetermined number of chilis that come off the preliminary or intermediate level judging tables will not be broken. Ties are to be passed on for further judging. Only ties on the final table will be broken. (See Section II.F.2).

D. JUDGING CRITERIA AND SCORING - A single score takes into consideration the five criteria for scoring chili:

Aroma   Red Color   Consistency   Taste   Aftertaste

1. SCORING - Each cup of chili will be scored on its own merits with a whole number from 1 to 10, 10 being the highest. No pluses (+), minuses (-), fractions ( $\frac{1}{2}$ ), or decimals (.5) will be taken into consideration.
2. EACH CHILI MUST BE SCORED - If a judge determines (by aroma, consistency, and/or color) that he/she does not want to taste a chili, that chili still must be given a score.

E. JUDGING THE CHILI

1. JUDGING SHEETS - The CASI official Judging Sheet included in the official CASI packet must be used for judging. (Ample copies of Judging Sheets for preliminary, intermediate levels, if needed, and final judging, as well as tallying, must be available.)
2. TURN-IN TIME - All judging begins at the same time. No chilis will be accepted after judging commences. Contestants must be notified at the cooks meeting of the turn-in time.
3. CHECKING IN JUDGING CUPS - As cups are turned in, judging official(s) will place cups in boxes or insulated containers large enough to hold at least twelve (12) chilis per container. These boxes or insulated containers must have sufficient height to be above the tops of the chili cups or be covered at all times while in use, except when chilis are being taken in or out.
4. RANDOMLY SELECT CUPS FOR JUDGING - The head judge will designate an official or officials (*e.g.*, table monitors) to remove and randomly mix the cups of chili taken in prior to presentation to the tables for judging.
5. NUMBER THE CUPS - After the number of chilis per judging table has been determined, an official will mark a judging designation (letter and number) on the side of each judging cup. This process will continue until all cups turned in are properly marked and taken to the appropriate judging tables. (Example: With three judging tables A, B, and C, cups are marked A1, A2, ..., B1, B2, ..., C1, C2, ..., etc. NOTE: The secret number taped to the side of the cup will remain unknown to the judges and official(s) writing the judging numbers on the cup sides.)
6. RENUMBER THE CUPS AFTER EACH LEVEL OF JUDGING - The judging designations (letter and number) on the cup sides must be changed at each level of judging. After each table has been tallied and the higher scoring chilis identified and removed for the next level of judging, each table monitor will immediately mark a large, highly visible "X" on the side and on the lid of each judging cup not forwarded to the next level of judging. Chilis to progress to the next level will be marked by an official in the above-prescribed manner.
7. TABLE MONITORS - Each judging table will have a knowledgeable table monitor to instruct judges, control table talk, answer questions, and enforce CASI judging rules. Discussion of the chili will not be permitted at judging tables.
  - a. DISQUALIFICATION OF CHILI - Any questions regarding disqualification of a chili will be directed to the head judge (and then to the CASI Referee if unresolved by the head judge) by the table monitor for a final decision.
  - b. INSPECTION OF CUPS - It is the responsibility of table monitors – especially on the preliminary tables – to remove each lid, look at the chili, and check each cup for interior marks and fillers before placing the chili on the table for judging.



- c. CHECK COMPLETENESS OF JUDGING AND SCORE SHEETS - Table monitors will ensure that each judge at the table has judged and scored each chili before releasing the judges. Table monitors also will ensure that each judge signs his/her judging sheet before releasing the judges.
8. TASTING CHILI - Beverages and bite-sized snacks (*e.g.*, crackers, cheese, celery, grapes, etc.) must be supplied to judges to allow them to cleanse their palates between tastes of chili.
    - a. SANITATION - A new spoon must be used for each taste of chili.
    - b. RETASTING A CHILI - A judge may not re-taste a chili after it has been passed to the next judge.
  9. NO SMOKING - Smoking is not allowed in the judging area during the chili judging process. The judging process begins with the arrival of chili for turn-in and ends when the final tally is completed and the winning cups have been marked for transport to the announcement area.
  10. TINTED EYEWEAR – Tinted eyewear is not allowed while judging chili unless prescribed. If a judge is allowed to have tinted eyewear, it must be worn during the entire judging process.

#### F. TABULATING RESULTS

1. TABULATE IN OBSERVABLE AREA - Tabulation must be done in an area designated for tabulating that provides accessibility to observers and protection for judging sheets and computer equipment (if used). The head judge and/or CASI cookoff Referee will observe tabulation, which must be done by two (2) or more persons. The chili receiving the highest score will be the winner, placing in reverse order to tenth place for CASI points.
  - a. CASI COMPUTER TALLY PROGRAM - CASI's computer tally program will be used when possible to reduce time and errors in calculating scores. The program enables entry, addition and random tie breaking of chili scores. A copy of this program is available through CASI, and is located on the CASI web site at [www.casichili.net](http://www.casichili.net) and choose the Cookoff Resources tab.
  - b. MANUAL TABULATION - Use two or more persons to do line addition for each chili (*i.e.*, all scores for chili 1, all scores for chili 2, etc.).
2. TIE BREAKING (FINAL TABLE) - All final judges' sheets will be used for tabulating results. If ties result, one judging sheet will be chosen at random to break the ties. If ties are still present, a second sheet will be chosen at random for tie breaking of remaining tied scores. A third or fourth sheet will be used to further break ties.

A tie breaking panel of three judges, who meet the criteria for final judges and who have not judged that day, may also be used.

At TICC, for ties involving 1<sup>st</sup> place chili, ties will be broken using a tie-breaking panel of three judges who meet the criteria for final judges and who have not judges that day. It is recommended that ties be broken in this manner at State, Regional, International and other automatic qualifying cookoffs.

3. MARKING WINNING CUPS - When the winning cups have been determined, the place/order of finish must be marked in a manner not to be confused with a prior judging number (*e.g.*, "1<sup>st</sup>", "2<sup>nd</sup>", etc.) on both the cups and the lids.

- G. ANNOUNCING WINNERS - The top ten (10) or more chili winners and the top three (3) or more showmanship winners must be announced in reverse order of finish (*e.g.*, 10<sup>th</sup>, 9<sup>th</sup>, 8<sup>th</sup>, ..., 3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup>). It is preferred that winners be announced within 30 minutes of the completion of final judging.

1. **METHOD OF ANNOUNCING** - Winning chili numbers will not be revealed until announcement of winners. At that time, the ticket with the secret number that is affixed to the outside of each cup will be removed and passed to the announcer. (Persons announcing, monitoring judging, or refereeing may cook if they so choose; however, if announcing, they need to appoint a neutral party who did not cook to handle the judging cups, remove the tickets, and verify the matching ticket number.)
  2. **CLAIMING AWARDS** - Upon the announcement of the winning numbers on a ticket, cooks must present the signed ticket with the matching numbers to claim awards and points as sanctioned by CASI.
  3. **ANNOUNCE FINALISTS** - The numbers of all chilis reaching the finals (and intermediate level(s)) may be announced and/or posted upon the completion of the announcement of all winners.
- H. **RECORDING WINNERS** - Chili and showmanship winners' names and addresses will be recorded on an official CASI Results Sheet and mailed to CASI for sanctioning points to be awarded. (See Section V.A.6.a.)

### **III. SHOWMANSHIP RULES**

- A. **SHOWMANSHIP ENTRIES** - To be judged, contestants must declare their intention to compete in show at least thirty (30) minutes prior to the start of showmanship. This may be done when signing for the chili judging cup.
1. **SHOW TEAMS ALSO MUST ENTER CHILI** - Showmanship teams must have a minimum of one cook entered in the chili competition in order to qualify for showmanship points. The show team captain must be present during showmanship.
  2. **ONE NAME PER SHOW TEAM** - Showmanship teams must enter all cookoffs in a chili year under one name and with one mailing address in order to avoid confusion in the recording of showmanship points. Team names may change at the beginning of the chili year.
- B. **PERFORMANCE OF SHOWMANSHIP** - Hired professional performers will not be allowed in showmanship competition.
1. **PERFORMANCE** - Showmanship teams must be limited in their activity so as not to interfere with the other contestants. Traveling (moving around the cooking area) is allowed, and traveling show teams will be judged while traveling.
  2. **SHOW STANDARDS** - Nudity and lewdness are banned from showmanship. Intentional use by any contestant will result in disqualification of that team.
  3. **NO INTERFERENCE WITH SHOW** - There will be no outside entertainment or interference (*e.g.*, bands, performances, etc.) with showmanship during the showmanship period.
  4. **AMPLIFICATION** - Decisions on volume and interference with adjacent show teams are at the discretion of the head show judge, head judge, and/or CASI official monitoring the cookoff. Failure to comply with an official's request to reduce volume or refrain from otherwise interfering with another show team will result in disqualification of that team.
  5. **PYROTECHNICS** - No showmanship contestant may discharge firearms or use any pyrotechnics or explosives at a chili cookoff. Contestants discharging firearms and/or using explosives or other pyrotechnics will be disqualified from the chili cookoff.

- 6. ALCOHOLIC BEVERAGES - Show teams will not distribute alcoholic beverages to anyone at the cookoff during the show period. If a show team does not comply with this provision, it will be disqualified from the showmanship competition.
- C. PENALTIES - Failure to comply with CASI rules is subject to disqualification of the individual show team for that cookoff. In the case of disqualification, the CASI official monitoring the cookoff, head judge, or head showmanship judge immediately must notify the show team captain and give a reason for the disqualification. Decisions of the official(s) are final.

#### IV. SHOWMANSHIP JUDGING RULES

- A. SELECTION OF SHOWMANSHIP JUDGES – Every effort should be made to solicit non-chili cooks for showmanship judging. Show judges must not be associated with any show team at the cookoff (*e.g.*, one spouse showing and the other spouse judging).
  - 1. INSTRUCTING JUDGES - Every showmanship judge must be given an explanation of the judging criteria and scoring for showmanship.
  - 2. ANONYMITY OF JUDGES - Showmanship judges must remain anonymous to everyone during the judging. Showmanship judges' scores may be revealed after results are announced.
- B. SHOWMANSHIP JUDGING CRITERIA AND SCORING - A single score takes into consideration five criteria for showmanship:

Theme    Costume    Booth set up    Action    Audience appeal

- 1. SCORING - Each showmanship team will be scored on its own merits with a whole number score from 1 to 10, 10 being the highest. No pluses (+), minuses (-), fractions (½), or decimals (.5) will be taken into consideration.
- 2. JUDGING SHEET - The official CASI Showmanship Judging Sheet included in the official CASI Rules Packet must be used for judging. (Ample copies must be made for showmanship judging.)
- C. SHOWMANSHIP PERIOD – For cookoffs with six (6) or fewer showmanship entries, the showmanship performance period will last one (1) hour during the cookoff. For cookoffs that have more than six (6) showmanship entries, the showmanship performance period will last two (2) hours during the cookoff. Regardless of the number of entries, showmanship will end at least thirty (30) minutes prior to chili turn-in or not begin until at least thirty (30) minutes after chili turn-in, and must run continuously during that period.
  - 1. ADVERSE CONDITIONS - Under unusual conditions (severe weather such as rain, snow, extreme heat/cold, etc. or because of lack of public attendance), cookoffs with twelve (12) or fewer show teams may shorten the showmanship period with the approval of the CASI cookoff official or head show judge, all show teams competing, and the cookoff promoter. Care must be taken to ensure enough time to complete show judging.
- D. SHOW AREA - Show teams will be judged at their cook sites and while traveling around the cookoff, if applicable.
- E. IDENTIFICATION - Entrants' identification must be "rodeo style" numbers or 8½" x 11" block-lettered cards. Traveling teams must attach or carry identification in a highly visible location. If identification is to be affixed to a booth, it must be placed where it can be seen above a crowd. All judges must use the identification number or letter in lieu of show team or team member names.
- F. RECORDING WINNERS - The names and addresses of all showmanship winners will be recorded on an official CASI Results Sheet and mailed to CASI for sanctioning points to be awarded. (See Section V.A.6.a.)

## V. THE CASI-SANCTIONED COOKOFF

Sanctioning of a chili cookoff by CASI ensures that the cookoff was conducted using a set of rules that has evolved to meet the high standards required in a fair and impartial judging of chili and showmanship. These standards (CASI rules) are requirements that must be met in order to be eligible for CASI sanctioning.

### A. REQUIREMENTS FOR A CASI-SANCTIONED COOKOFF

To be eligible for CASI sanctioning, a cookoff must meet the following CASI requirements:

1. **OBTAIN A CASI REGISTRATION/RULES PACKET** - It is the responsibility of the cookoff chairman to obtain an official CASI Registration/Rules Packet including official CASI forms. This packet is available through CASI Upcomings. (See inside of front cover.)
2. **PUBLICIZE COOKOFF** - All cookoffs must be publicized in the *Terlingua Trails* in the month prior to the entrance deadline, or be approved and appear in the CASI website cookoff calendar 30 days prior to the date of the cookoff. Cookoffs may also be advertised in other media. All cookoffs must be advertised as using "CASI rules" only. Any cookoff during month of September not publicized in the above manner will be guilty of a flagrant violation.
3. **RESTRICTIONS** - Any cookoff restrictions (e.g., ground meat only, entry date different from cookoff date, limit on number of entries, local ordinances, etc.) must be clearly stated in all forms of publication. CASI Referees will not be responsible for enforcing local ordinances (e.g., no propane stoves, no open fires, must cook in enclosed area, etc.). Enforcement will remain the responsibility of the cookoff promoter.
4. **FOLLOW CASI RULES** - All CASI chili, showmanship, and judging rules must be followed as defined in the current CASI Rules Book.
5. **HAVE A CASI REFEREE ON SITE** - All cookoffs seeking CASI sanctioning must have on site a CASI Regional Referee, CASI Area Referee, CASI Great Pepper, CASI official, or an authorized CASI representative of one of the above. It is the responsibility of the cookoff chairman to contact the CASI Regional Referee responsible for the location in which the cookoff is held or to contact the CASI Executive Director who can appoint a CASI representative for the cookoff.
  - a. **OFFICIAL MUST SIGN RESULTS SHEET** - The designated CASI official must sign the Results Sheet before it is submitted to CASI for cookoff sanctioning. The designated CASI official and/or the CASI Regional Referee will send the Results Sheet to CASI.
  - b. **REFEREE AS CONSULTANT** - The CASI official shall attend the cookoff as a consultant only and is not responsible for running the cookoff.
6. **HAVE REQUIRED NUMBER OF ELIGIBLE COOKS PRESENT AND COOKING** - The number of cups of chili, turned in for judging by cooks who were present and cooking, required to sanction a cookoff is fifteen (15), regardless of the number of state cookoffs in any given chili year. At Regional, National and International Championships, a minimum of twenty-five (25) cups of chili, turned in for judging by cooks who were present and cooking (See Section VI.A.3.) The CASI official at each cookoff will verify the minimum number of cooks required for sanctioning at that event.
  - a. **OPEN TO MINIMUM NUMBER OF ENTRIES** - All sanctioned cookoffs must be open to at least fifty (50) cooks.
  - b. **AGE OF COOKS** - All cooks must be at least eighteen (18) years of age as of the cookoff date.

7. SEND RESULTS SHEET, OFFICIAL CHILI ENTRANTS LIST, OFFICIAL SHOW TEAM ENTRANTS LIST, AND FEES TO CASI WITHIN 30 DAYS - The CASI official for the cookoff must forward the chili and show team entrants lists, complete with names and addresses, official CASI Results Sheet, as well as four dollars (\$4.00) for each cook entered in each cookoff to CASI (*e.g.*, 38 cooks entered, send CASI \$152.00 along with the Results Sheet and entry list), plus twenty-five dollars (\$25.00) for the cookoff registration fee.
  - a. PAPERWORK - To apply for sanctioning, the CASI official must send to the CASI TallyMaster: (See inside of front cover.)
    - 1) The signed CASI Official Results Sheet listing in the order of finish the names and mailing addresses of the top ten (10) chili winners and the top three (3) showmanship winners. The number of chilis presented for judging must be indicated on the Results Sheet. (One additional completed Results Sheet may be given to the CASI Referee for recordkeeping.)
    - 2) One copy of the complete Official Chili Entrants List of cooks including name and mailing address.
    - 3) One copy of the complete Official Show Team Entrants List including name and mailing address.
    - 4) A check or money order made payable to CASI for four dollars (\$4.00) per cook, plus twenty-five dollars (\$25.00) for cookoff registration.
  - b. SEND PAPERWORK AND FEES WITHIN 30 DAYS - Paperwork and fees must be sent to CASI by the CASI official within thirty (30) days. (If it is incomplete – *i.e.*, lack of official's signature, fees, etc. – it will be returned to sender.) Failure to submit complete paperwork within thirty (30) days after the completion of the cookoff could result in the suspension of the cookoff (at the discretion of CASI) for two years; cookoff points may be awarded at the discretion of CASI.

#### B. OTHER CASI RULES THAT AFFECT SANCTIONING

1. COOKOFFS TO BE OPEN - Cookoffs shall be open to all persons meeting gender, registration fee, and deadline requirements. No individuals or teams can be barred from cooking in a CASI cookoff without a majority vote of the combined body of the Great Peppers and Directors. This shall not preclude the removal of individuals or teams who violate laws and/or ordinances at a cookoff.
2. NO CASH PRIZES - CASI rules prohibit the sanctioning of any cookoff giving cash prizes for chili cooking or showmanship. Regional, National, International and State Championship cookoffs may award recognized champions expense money to travel to the CASI Terlingua International Chili Championship cookoff and CASI may request proof that this money was used for expenses.
3. MULTIPLE COOKOFFS ON ONE SITE – Only one cookoff will be held at any site on any one day. (Exception: Men's and Women's State Championships may be held on the same day at one site.)
4. CONSECUTIVE COOKOFFS ON ONE SITE – When cookoffs at the same site are scheduled for consecutive days, the same charity may benefit from each cookoff.
5. CHILI COMBINED WITH OTHER COOKOFFS - Other cookoffs (*e.g.*, beans, barbecue, gumbo, etc.) can be held in conjunction with a CASI cookoff provided CASI rules are followed for the chili cookoff and separate judging and turn-in for the chili cookoff are maintained.

6. FAILURE TO COMPLY WITH CASI RULES - Any cookoff that fails to comply with CASI rules will receive a reprimand or be placed on probation or suspension.

a. MINOR INFRACTIONS - A minor infraction will result in a reprimand letter from the Executive Director to the cookoff promoter and Regional Referee for that region. A more serious infraction will receive probation for one year. This probation will be published in the *Terlingua Trails*. The fact that the cookoff is on probation also must be stated in the next year's entry forms and in all advertising for that cookoff. The CASI official refereeing the next year's cookoff must certify on the Results Sheet that all CASI rules have been followed in order for the probation to be lifted. Participants will not be penalized and will receive points for the CASI Terlingua International Chili Championship even though the cookoff is reprimanded or placed on probation.

b. FLAGRANT VIOLATIONS - A cookoff in flagrant violation of the rules will receive a suspension of two (2) years. That sponsor or individual and location will not be recognized by CASI for sanctioning during the suspension period. Offenders will be published in the *Terlingua Trails*. It will be determined on an individual basis whether cooks will receive points or if points will be disallowed for a cookoff wherein a flagrant violation has occurred.

7. PROTESTS - Any person, other than a CASI official, who protests a cookoff for any infraction of the rules will submit a written protest accompanied by a \$20 check made payable to CASI to the Executive Director within fifteen (15) days of the cookoff. After investigation of the protest, funds will be returned to the individual filing the protest if the infraction is deemed sufficient to warrant probation for the cookoff.

#### C. COOKIN' FOR CASI

1 COOKIN' FOR CASI – To be sanctioned as a “Cookin’ for CASI” event, the cookoff must be advertised as such, and all proceeds, after expenses, must be donated to CASI. All applicable CASI rules for sanctioning must be followed.

## VI. CASI OPEN CHAMPIONSHIPS

#### A. REQUIREMENTS FOR OPEN CHAMPIONSHIPS

1. CASI RULES APPLY - Rules for sanctioning CASI cookoffs must be observed at all open championships.

2. OPEN - A State, Regional, National, or International Championship must be unlimited to the number of cooks that may enter.

3. NUMBER OF COOKS - At Regional, National and International Championships, a minimum number of twenty-five (25) cups of chili must be turned in for judging for cooks who were present and cooking. (one entry per individual per cookoff). State Championships require the same number of cups of chili turned in for judging as is required for all other CASI-sanctioned cookoffs. (See Section V.A.5.) For State men's championships, the required minimum number of cups of chili turned in for judging must be prepared by male cooks who were present and cooking; conversely, for State women's championships, the minimum number of cups must be prepared by female cooks who were present and cooking. All cooks must be eighteen (18) years of age as of cookoff date.

4. REFEREES - State, Regional, National and International Championships must have a CASI Regional Referee, CASI Great Pepper, or CASI designated official as head judge to be responsible for the judging process. Open Championships must also have a CASI Referee (aside from the head judge) to fulfill the duties as outlined under CASI COOKOFF REFEREE DUTIES (See Page 25).

- B. ESTABLISHING OPEN CHAMPIONSHIPS - All CASI Open Championships must be approved by CASI. Approval must be prior to any advertising implying a CASI-affiliated Open Cookoff.
1. STATE MEN'S AND WOMEN'S OPEN CHAMPIONSHIPS - In addition to a State Championship, separate state men's and women's open championships may be applied for at the Annual CASI Great Peppers' Meeting. A Pod or Pods in a state not having currently recognized men's and/or women's open championship, but where the state was recognized as a 12-point state in the prior cooking year, may apply for CASI approval. The state involved must maintain the minimum requirements of being recognized as a 12-point state for continuance of a state open championship. (Any state falling below the required 12-point level, exclusive of the men's and/or women's state open championships, would have a one year probation period to meet the initial requirements for a men's and women's state open championship. If the initial requirements are not met during this one-year probation period, then the men's and women's open championship would not be recognized until the initial requirements for a state open championship were met; the Pod or Pods in the state then could reapply at the Annual CASI Great Peppers Meeting.)
  2. REGIONAL CHAMPIONSHIPS - A Regional Open Championship should be a high-profile prestigious event drawing the attention of the public and media that will bring positive exposure for CASI and the cookoff charity. Any Regional Open cookoff that has been in existence before 2008 should be grandfathered to the existing rule VI.B.2. These cookoffs should be listed in the rule book as recognized opens. Any ROC not meeting the 5 year requirement must follow the existing rules. Presently those CCO's are the Three-I, 4-Corners, Midwest, Southwest Open, Tri-State Open, Mid-South Open.
    - a. APPLICATION – A Regional Open Championship may be requested by submitting an application to the CASI Executive Director.
      - 1) APPLICANT – A Regional Open must be applied for by a participating pod.
      - 2) DEADLINE – Application must be received no later than 120 days prior to the event.
    - b. APPROVAL – A Regional Open Championship will be voted on by the CASI Board of Directors upon recommendation by CASI Executive Director and regional Great Peppers, after review by the Events Committee, based on the following criteria:
      - 1) REGION – A Region must have defined areas but does not have to be bound exclusively by state lines.
      - 2) POD REQUIREMENT - Region must have a minimum of two (2) CASI-recognized Pods.
      - 3) COOKOFF REQUIREMENTS - Each region must include fifteen (15) CASI cookoffs in the prior year.
    - c. REGIONAL REQUIREMENTS - Region involved must maintain the minimum requirements of application for continuance of a Regional Open Championship. Any region falling below the minimum requirements may reapply when those standards have been met.
    - d. TRAVELING - Regional Opens may travel. Rotation would be determined by local organizers.
    - e. ONE PER YEAR - No region may be the site of more than one Regional Open Championship per chili year.
  3. NATIONAL OPEN CHAMPIONSHIP – The National Open Championship may be held anywhere in the Continental United States. Approval of the National Championship shall be made by the CASI Board of Directors upon the recommendation of the CASI Events Committee and Executive Director.
    - a. Beginning with the 2016 chili year, applications for the National Open Championship must be submitted to the Executive Director no later than May 1 of the previous year. (Example: Application for the 2016 chili year must be submitted on or before May 1, 2015.)

- b. The Events Committee shall evaluate all applications and will make a recommendation to the Board of Directors based on the following criteria:
    - 1) History of the chili cookoff proposing to host the National Open
    - 2) Endorsement by a Pod in the geographical area proposing to host the National Open
    - 3) Ability of the promoter to accommodate an unlimited number of cooks
  - 4. INTERNATIONAL CHAMPIONSHIPS - Any new International Open Championship (one that is held outside the boundaries of the United States) may be applied for by a Great Pepper when submitting the Pod's Annual CASI Report, and then by vote of the Great Peppers at the Great Peppers Meeting. If not applied for at the Great Peppers Meeting, then the application will be submitted to the Executive Director who will request the Events Committee for review and recommendation. It will be voted on by the CASI Board of Directors upon recommendation of the Executive Director and the Events Committee. Recognized Championships are: The Mexico International Championship in Piedras Negras, Mexico, The Sonoran Desert International Open in Puerto Penasco, Mexico, and The Canadian Open in British Columbia, Canada.
- C. RECOGNITION OF OPEN CHAMPIONSHIP WINNERS - In all Regional, National, Special, and International Open Championships, the top three (3) chili winners and top showmanship team will be recognized as the Regional, National, or International Open Champions. In all State Opens, the first place showmanship team at a State Open Championship will automatically qualify for TICC as well as the top placing state resident show team. The chili champion and two runners-up and the showmanship champion will be entitled to the privileges of these titles. (See Sections VII.E.1.c and E.2)
- D. CASI SPECIAL OPEN CHAMPIONSHIP – A special non-recurring event that is approved by the CASI Championship Event Committee and then by the Board of Directors as a special public relations event that would give the CASI organization exposure to media and support that is not in the realm of regular recurring Open Championships. Example: Championship event tied in with a special national event.
- 1. The special CASI Open Championship winners would be recognized the same as other Regional, National, or International Open Champions, and will be entitled to the privileges of these titles. (Sections VII.E.1c and E.2)
  - 2. This special event would be one that presents itself to the CASI organization as a high-profile prestigious event that would draw special attention to the CASI organization. These events would be a one-time approval by the Board of Directors and if succeeded to be a recurring event, would have to follow the rules set forth in VI.B.2, Regional Championships.

## **VII. THE CASI TERLINGUA INTERNATIONAL CHILI CHAMPIONSHIP (TICC)**

- A. CHAMPIONSHIP COOKOFF RULES - All rules for CASI-sanctioned cookoffs must be observed at the CASI TICC, with the exception that showmanship competition will be in three (3) divisions: large teams (5 or more persons), small teams (2 to 4 persons), and one-person teams.
  - 1. The One-person team entry may only be the captain of record of a qualified show team.
- B. CHAMPIONSHIP COOKOFF DATE AND SITE - The CASI TICC will be held each year on the first Saturday in November at Rancho CASI de los Chisos in Terlingua, Texas. It is highly recommended that each qualified cook set up and cook in the "Old 320" arena.



C. CHILI YEAR - The current CASI TICC chili year runs from October 1 until midnight September 30 of the following year. Points will be accumulated during this period for the immediately following November CASI TICC Cookoff.

D. CHAMPIONSHIP COOKOFF POINTS - CASI will award championship points toward qualifying for the CASI TICC to head cooks and show teams placing in CASI-sanctioned cookoffs.

1. AWARDING OF CHILI POINTS - CASI-sanctioned cookoffs will award four (4) points for first (1<sup>st</sup>) place, three (3) points for second (2<sup>nd</sup>), two (2) for third (3<sup>rd</sup>), and one (1) point each for fourth (4<sup>th</sup>) through tenth (10<sup>th</sup>) places in chili.

a. RESIDENTS - In State Open, Men's Open and Women's Open Championships, first (1<sup>st</sup>) through third (3<sup>rd</sup>) place finishers residing in that state automatically qualify to cook at the CASI TICC. Residency will be determined by the state that issued the cook's valid drivers license.

b. NONRESIDENTS - Any cook at a State Open Championship finishing first will automatically qualify to cook at TICC, in addition to the resident cooks described in VII.D.1a.

c. REGIONAL, NATIONAL, SPECIAL, AND INTERNATIONAL OPENS - Recognized Regional, National, Special Open, and International Championships also qualify the first (1<sup>st</sup>) through third (3<sup>rd</sup>) place chili finishers to cook at the CASI TICC.

2. AWARDING OF SHOWMANSHIP POINTS - CASI-sanctioned cookoffs will award four (4) points for the first (1<sup>st</sup>) place, three (3) points for the second (2<sup>nd</sup>) place, and two (2) points for the third (3<sup>rd</sup>) place in showmanship.

NOTE: A showmanship team may not be awarded points under the same name in more than one cookoff per day.

E. QUALIFICATION FOR CASI TICC - A contestant must qualify to either cook chili or perform showmanship at the CASI TICC. Qualification for chili and showmanship is as follows:

1. QUALIFIED CHILI COOKS - To compete in chili, cooks must be:

a. PAST CHAMPIONS - A past CASI TICC 1<sup>st</sup> place winner (eligible for life); 2<sup>nd</sup> through 10<sup>th</sup> place CASI TICC finishers will be eligible for the CASI TICC immediately following their win; or

b. CURRENT STATE CHAMPIONS - A current Men's State, Women's State, or Open State champion, or first or second runners-up; or

c. CURRENT REGIONAL, NATIONAL SPECIAL, OR INTERNATIONAL CHAMPIONS - A current recognized Regional, National, Special, or International champion or first or second runner-up; or

d. CURRENT STATE, REGIONAL, NATIONAL, SPECIAL, OR INTERNATIONAL CHAMPIONSHIPS WITH OVER 150 ENTRIES AND CHILIS JUDGED - A current Men's State, Women's State, State Open, Regional, National, Special, or International Championship that has 150 entries and chilis judged will automatically qualify 1<sup>st</sup> through 5<sup>th</sup> places in any given year, becoming effectively immediately; or

e. QUALIFIED ON POINTS - Accumulate the required number of points for the state of their residence. Based on the previous chili year, state requirements are as follows:

States having:

1 to 5 cookoffs require 6 points

6 to 10 cookoffs require 9 points

11 or more cookoffs require 12 points

- f. EXEMPTIONS - State, Regional, National, and International cookoffs do not apply toward total number of cookoffs requirement. A Cookin' for CASI event shall not count against a state's cookoff count requirement, effective with the 2014-2015 chili year.
  - g. CASI POD COOKOFF – All established sanctioned Pods, in good standing for 2 years after seating are eligible for their annual recognized (one official Pod Cookoff per year) Pod cookoff winner to be automatically qualified for TICC, regardless of number of cooks.
  - h. OTHER QUALIFYING COOKOFFS – When a non-automatic qualifying cookoff attains a prescribed number of chilis judged, the first place chili winner qualifies for the next TICC. The following are the required number of chilis judged: (The automatic qualification is for that day only and will not carry over from year to year.)
    - 1) A 12 point state – 100 chilis judged
    - 2) A 9 point state – 75 chilis judged
    - 3) A 6 point state – 50 chilis judged
  - i. MILITARY SERVICE – Active military and their spouses will only need to obtain six (6) points to qualify to cook at TICC.
  - j. To cook at TICC, a cook must be a paid CASI member. A "member" is one who has paid annual dues for the current year or has become a life member of CASI. Paid status is determined by a deadline of September 30<sup>th</sup> of each chili year, immediately prior to TICC, for which the cook has qualified with a 10-day grace period.
2. QUALIFIED SHOWMANSHIP TEAMS - Qualifying to compete in showmanship at the CASI TICC requires the same number of points as qualifying in chili. All chili cookoffs, including Open, State, Regional, National and International Championships, will award points on this basis. Current champions (first place only) of recognized CASI State, Regional, National, Special Open, and International Open Championships automatically qualify in showmanship at the CASI TICC. The first place showmanship team at a State Open will automatically qualify for TICC as well as the top placing state resident show team.
- a. PAST CHAMPIONS – CASI TICC 1<sup>st</sup> place winners in Large Show, Small Show and One-person Show will be eligible for the CASI TICC immediately following their win.
  - b. To perform showmanship at TICC, the show team captain must be a paid CASI member. A "member" is one who has paid annual dues for the current year or has become a life member of CASI. Paid status is determined by a deadline of September 30<sup>th</sup> of each chili year, immediately prior to TICC, for which the show team has qualified with a 10-day grace period permitted.
3. SEPARATE QUALIFICATION FOR SHOW AND CHILI - Qualification for showmanship at the CASI TICC does not also qualify a member of a show team to cook. Likewise, a qualified chili cook is not automatically qualified to compete in showmanship. (One may compete in both chili and show at the CASI TICC if qualified in both events.) A show team qualified to compete in showmanship at the CASI TICC need not have qualified to cook in order to participate in the showmanship competition.

## VIII. GUIDELINES FOR ORGANIZING CHILI COOKOFFS

### WHAT IS A CHILI COOKOFF?

It is a celebration of chili that involves cooking and showmanship competition. Chili is prepared from scratch at the cookoff site and judged on set criteria by a panel of judges in a blind tasting. Showmanship is a form of competitive entertainment that adds to the fun of a chili cookoff. Showmanship also is judged by a panel of judges based on set criteria.

### WHERE ARE CHILI COOKOFFS HELD?

Chili cookoffs are held anywhere two or more people get together to see who can cook the winning chili. They range from backyard affairs "just for fun" to very large, highly organized special events. They are held at state fairs, historical or holiday events, hot air balloon races, parks, parking lots or shopping centers or anywhere people gather.

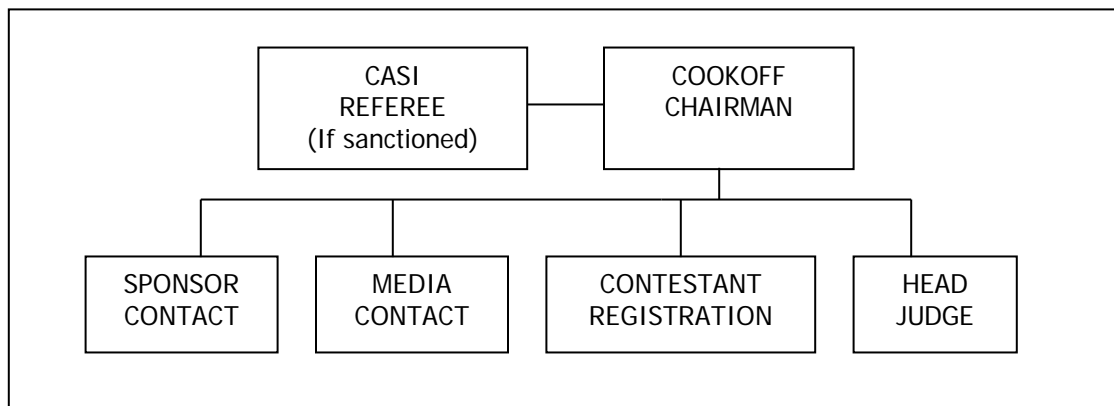
### WHO PUTS ON THESE COOKOFFS?

Chili cookoffs usually are sponsored by an organization and are most often conducted for the benefit of a charitable cause. Cookoffs can be sanctioned (*e.g.*, by CASI – the Chili Appreciation Society International, Inc.) or unsanctioned. CASI-affiliated Pods (local chili organizations) can provide advice concerning the organization and promotion of chili cookoffs.

### WHAT'S INVOLVED IN PUTTING ON A SUCCESSFUL CHILI COOKOFF?

Basic organization coupled with the help and involvement of a few individuals are necessary ingredients for a successful chili cookoff. As cookoffs increase in size, so will the time commitment and organization required for success. A sample cookoff organization is shown below.

#### SAMPLE COOKOFF ORGANIZATION



A description of duties and responsibilities generally required of each of these individuals follows.

#### COOKOFF CHAIRMAN

The cookoff chairman is responsible for the cookoff, serves as the cookoff manager, coordinates all activities relating to the cookoff, and performs whatever functions necessary to ensure a well-run cookoff. This is NOT a job for a procrastinator! The cookoff chairman:

1. Oversees all activities and acts as general manager for the event.
2. Schedules and conducts organizational meetings to allow cookoff team members to communicate and coordinate their activities.

## SPONSOR CONTACT

The sponsor contact is responsible for obtaining sponsors and co-sponsors to reduce the risk (cost) of the cookoff. The sponsor contact:

1. Meets with and arranges for major cookoff sponsors (*e.g.*, distributors of beer, manufacturers of food products, sporting goods stores, meat companies, or any other tie-in to a chili cookoff) who will contribute goods, services, or funds for the benefit of the cookoff. Anyone who seeks name-awareness is a potential sponsor.
2. Solicits contributions such as free samples, promotional items, hats, t-shirts, use of copier or postage meter, or cookoff supplies, and coordinates these efforts with the head judge.
3. Solicits involvement in the cookoff activities from sponsors (*e.g.*, chili teams made up of employees, use executives as celebrity judges, etc.). Generally, the more personally involved a sponsor is, the better sponsor support you will receive.

## MEDIA CONTACT

The media contact is responsible for publicizing the cookoff and insuring participation from the chili cooks as well as the general public. The media contact:

1. Develops a comprehensive marketing plan (*e.g.*, news releases, posters, ads, etc.) and advertising budget.
2. Works with media in the area to develop effective print, radio, and TV ads to promote the cookoff.
3. Works with local chili organization(s) to promote the cookoff to known chili cooks.
4. Works to promote competitive spirit to a particular segment of cooks (*e.g.*, junior cookoff, media cookoff, chamber of commerce cookoff, etc.). Promotes chili challenges between well-known individuals.
5. Works with the sponsor contact to obtain donated media time and space.

## CONTESTANT REGISTRATION COORDINATOR

This person is responsible for insuring that potential cookoff participants receive adequate information and that contestants at the cookoff are treated like VIPs. The goal of the contestant registration coordinator is to make each cook feel that this is the best cookoff the cooks have ever attended. (Hopefully, they will come back and bring a friend next year!) The person charged with contestant registration:

1. Is available prior to the cookoff to answer telephone and written inquiries and needs to be able to convert persons with questions into chili cooks.
2. Develops and processes registration forms and receives registrations prior to and on the day of the cookoff.
3. Assembles and distributes a "cooks package" containing competition chili cooking guidelines, event schedule, passes, badges, site map, and other goodies, and, hopefully, a membership application for CASI and a local chili Pod.
4. Acts as an information source and problem-solver for cooks on the day of the cookoff.

## HEAD JUDGE

The head judge is responsible for fair and impartial judging of chili and showmanship at the cookoff. It is suggested that the head judge appoint a head show judge who can devote his/her efforts solely to showmanship competition. (*See Page 21, Section 3 for head show judge responsibilities.*) The head judge:

1. Prepares chili judging cups in accordance with CASI judging rules.
2. Obtains necessary supplies for conducting the judging rules.
3. Is available to answer questions and clarify CASI chili and showmanship rules.
4. Obtains and instructs chili and showmanship judges (coordinates judges invitations with both media and sponsor contacts).
5. Obtains and instructs table monitors and TallyMaster for chili judging.
6. Conducts the head cooks' meeting the day of the cookoff.
7. Oversees judging to ensure proper number of judging levels, handling of ties, if any, and enforces all CASI rules.
8. Is responsible for insuring the cookoff's Results Sheet is properly completed and signed.

CASI REFEREE (if seeking CASI sanctioning).

IT IS THE CASI COOKOFF REFEREE'S DUTY TO:

1. Observe the cookoff to see that CASI chili and showmanship rules are followed.
2. Interpret CASI rules at the cookoff.
3. Report in writing to CASI any and all infractions in CASI rules.
4. Sign the official CASI Results Sheet after winners are determined.
5. Mail the Results Sheet, entry list, and fees to CASI after the cookoff.
6. Make sure that CASI requirements for a sanctioned cookoff are followed if applying for CASI sanctioning.
7. Act as an official CASI representative by providing information and promoting CASI.
8. Attend the cookoff in time to observe the cooks' registration and attend the cooks' meeting.

NOTE: The Referee is not required to help promote or run the cookoff.

## GETTING STARTED

The following is a suggested list of items to be undertaken in preparation for a cookoff.

1. Select a cookoff location and date far enough in advanced that it can be advertised in the month prior to the cookoff date. A check of "Upcomings" in the *Terlingua Trails* can help avoid conflicts with other cookoffs in your area. (Be sure to avoid State, or Regional Open cookoff dates.)
2. Determine recipient of funds to be raised at cookoff.
3. Determine sponsors/co-sponsors for the event.
4. Contact local fire and health departments or other agencies in your area for compliance with local regulations.
5. Develop cookoff name, logo, posters, flyers, banners, signs, etc.
6. Outline general schedule of cookoff events (*See Sample Schedule* following) and arrange entertainment, master of ceremonies, and equipment needed (port-a-potties, stage, barriers, trash removal, etc.).
7. Order and/or make t-shirts, chili and showmanship trophies, badges, ribbons, and other special merchandise to be used for the cookoff.
8. Print posters and distribute them throughout the area from which you intend to draw cooks and spectators.
9. The month prior to the entry deadline for the event, the cookoff must be publicized in the *Terlingua Trails*. The *Terlingua Trails* deadline for publication is the 15th of the month prior to month of publication (*e.g.*, 15 May receipt = June publication). The cookoff listing can be submitted to CASI Upcomings and be listed in the website calendar 30 days prior to the cookoff date.
10. During the two weeks prior to the cookoff, begin to concentrate media efforts on getting the general public to attend the event.
11. At least one week before the cookoff, finalize site logistics (parking, cooking area, judging area, concession areas, etc.) and equipment transportation and location (stage, PA system, judging tables and chairs, etc.)
12. At least one week before the cookoff, finalize the cookoff schedule of events and provide copies to cookoff workers.
13. A couple of days before the cookoff, gather together items on the cookoff supplies checklist.
14. Assemble "goodie bags" for cooks and prepare judging cups to be used for the chili cookoff.
15. If assigning spaces to cooking teams, this must be done to ensure cooks are able to determine their cooking sites upon arrival.

NOTE: Before you begin your cookoff planning, you may want to contact your local chili Pod (See CASI website [www.casichili.net](http://www.casichili.net) for list.) for assistance and additional information.

## SAMPLE COOKOFF SCHEDULE

The following is provided only as a guide to those not familiar with chili cookoffs. Times and events will vary depending on location and tradition.

### SCHEDULE OF EVENTS

Day before cookoff - Some cookoffs allow cooks to register, set-up, and camp at the site the day before the cookoff. Many also have a cooks' party the night before the cookoff.

- 7:00 AM     Have a "traffic director" in place to direct cooks where to set up.
- 8:00 -       Open Cooks Registration.  
10:00 AM     Rope off judging area, set up tables and chairs, PA system, etc.  
              Provide head judge with lists of entered chili and showmanship teams.
- 10:00 AM     Head Cooks Meeting.  
              Explain cooking and health rules, judging criteria, schedule of events (especially turn-in time), other relevant information, and hand out "goodie bags". Distribute judging cups and have head cooks sign for their tickets.
- Immediately after Head Cooks Meeting, conduct Showmanship Participants' Meeting. Explain the showmanship rules and judging criteria.
- 11:00 AM     Conduct showmanship judges meeting. Distribute judging sheets and the list of competitors, explain judging criteria, and review rules.
- 11:30 AM     Showmanship competition begins.
- 1:00 PM       Conduct chili judges meeting. Remind judges not to sample any chilis before the official judging. Generally review judging criteria and state time to report to judging area.
- 1:30 PM       Showmanship competition ends.
- 2:00 PM       CHILI TURN-IN. Official judging begins immediately.
- 2:00 PM       Good time for entertainment (band, fiddlers contest, etc.).
- 3:30 PM       Begin chili games or other entertainment.
- 4:00 PM       Announce showmanship winners then chili winners in reverse order (10<sup>th</sup>, 9<sup>th</sup>, 8<sup>th</sup>,... 3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup>).  
              Announce winners within 30 minutes after end of judging.

## COOKOFF SUPPLIES CHECKLIST

- \_\_\_ Registration forms or pencil and pad for same
- \_\_\_ Ball point pen(s) for cooks' signature
- \_\_\_ Restricted judging area of adequate size
- \_\_\_ Rope, tape, or flags to mark judging area
- \_\_\_ Judging tables (1 table per 15 chilis + 1 work table)
- \_\_\_ Chairs for judging tables (minimum of 6 per table)
- \_\_\_ Judging cups (make extras)
- \_\_\_ Close fitting lids for cups
- \_\_\_ Two-part (matching) numbers or name/number slips (These are provided in your official cookoff packet)
- \_\_\_ Wide duct or masking tape
- \_\_\_ Coolers or insulated boxes (1 per table for holding chili)
- \_\_\_ Trash cans/bags at each judging table
- \_\_\_ Waterproof marking pens (3 different colors)
- \_\_\_ Pencils for judges (# judges x # tables)
- \_\_\_ Official CASI forms
- \_\_\_ Chili judging sheets
- \_\_\_ Showmanship judging sheets
- \_\_\_ Results Sheet
- \_\_\_ Plastic tasting spoons (# cooks x # judges per table x # rounds + 10%)
- \_\_\_ Napkins
- \_\_\_ Palate cleansers (bite-size for judges to cleanse palates)
- \_\_\_ Crackers
- \_\_\_ Celery
- \_\_\_ Cheese
- \_\_\_ Soft drinks (including diet drinks)
- \_\_\_ Beer
- \_\_\_ Paper plates (for palate cleansers)
- \_\_\_ "Rodeo type" (8½" X 11") numbers for show teams
- \_\_\_ Computer with Tally Program or Calculator (preferably with tape)
- \_\_\_ Razor blade or sharp knife (for removing secret number from cup)
- \_\_\_ Trophies and/or awards
- \_\_\_ Game supplies (for lemon roll, egg toss, etc.)
- \_\_\_ Fire extinguisher
- \_\_\_ First aid kit

## YOU WILL NEED THE FOLLOWING PERSONS:

- \_\_\_ CASI Referee (for sanctioning)
- \_\_\_ Reliable table monitors (1 for each judging table)
- \_\_\_ Preliminary and intermediate judges (with table assignments)
- \_\_\_ Final chili judges
- \_\_\_ Showmanship judges
- \_\_\_ At least two individuals to tally judging sheets
- \_\_\_ Individual to record winners names and addresses

## IX. GUIDELINES FOR COOKING COMPETITION CHILI

Welcome to the fun of cooking competition chili! These guidelines are designed to provide helpful hints as you enter the world of competitive chili cooking.

### WHAT TO BRING

1. Cooking stove and fuel – “Coleman-type” propane or white gas.
2. Cooking pot, cutting board, knife, water, cooler (for meat and liquid refreshments), paper towels, spoons, can opener, and matches.
3. Meat (hand cut or chili grind), spices, and other ingredients for chili.
4. Table and chairs – for cooking and sitting. You generally will have a 10' x 10' cooking and show space.
5. If competing in showmanship, bring props, costume(s) and other gear.



## JUDGING CRITERIA

Competition chili is blind judged on the following five criteria:

1. AROMA - Chili should smell appetizing.
2. RED COLOR - Chili should look appetizing.
3. CONSISTENCY - Chili should be a smooth combination of meat and gravy.
4. TASTE - Chili should taste good.
5. AFTERTASTE - Chili should leave a pleasant taste after swallowing.

## BASIC CHILI COOKING RULES

1. Only one judging cup per chili pot can be turned in for judging.
2. CHILI MUST:
  - a. Be cooked on site the day of the cookoff.
  - b. Be prepared from scratch (no commercial chili mixes).
  - c. Contain no fillers (beans, macaroni, rice, hominy, etc.)
  - d. Be prepared in as sanitary a manner as possible.
    - 1) You must be willing to taste your own chili.
    - 2) Cooking conditions are subject to inspection.
  - e. Be prepared in the open (no motorhomes, closed tents, etc.).
3. Cooks must sign removable part of the ticket in ink when they receive their judging cups and must not tamper with or mark the judging cups they receive. The head cook is responsible for safeguarding the judging cup and matching ticket. (A matching signed ticket must be presented to claim a winning chili.)
4. Each head cook must bring his/her judging cup ( $\frac{3}{4}$ " from the top of the cup, or filled to designated level) to a designated place at a set judging time.

NOTE: Contestants who fail to comply with these rules will be disqualified from the competition for that cookoff.

## **X. GUIDELINES FOR SHOWMANSHIP**

Welcome to the world of chili and the fun of showmanship competition! These guidelines are designed to provide helpful hints as you compete in show.

### WHAT TO BRING

1. Basic equipment for chili cooking. At least one member of each showmanship team must enter the chili cookoff competition.
2. Sign(s) identifying your chili team name.
3. Chili booth, decorations, props, costumes, battery-powered amplifier, musical instruments, giveaways, and any other equipment to be used in show.

## SHOWMANSHIP JUDGING CRITERIA

Showmanship like chili must be in good taste and is judged on the following five criteria:

1. **THEME** - The show subject, topic, or context should be original.
2. **COSTUME** - Show costumes should promote the show theme.
3. **BOOTH SET-UP** - The show booth should promote the show theme.
4. **ACTION** - Show should be action-oriented.
5. **AUDIENCE APPEAL** - Show should be entertaining to the audience.

## BASIC SHOWMANSHIP RULES

There will be no outside activity or entertainment that interferes with showmanship during the two-hour (minimum) show period.

Showmanship teams:

1. Must enter the chili cookoff competition.
2. Must enter all cookoffs in any one chili year under the same name and address to receive all showmanship points.
3. Must be limited so as not to interfere with other contestants.
4. Cannot use nudity and lewdness in their shows.
5. Cannot use firearms, explosives, or pyrotechnics in their shows.
6. May use battery powered amplification with limited volume so as not to interfere with other contestants.
7. Will be judged both at their cook sites and while traveling around the cookoff, if applicable, during the judging period.
8. Must display "rodeo style" number in highly visible locations.

NOTE: Contestants who fail to comply with these rules will be disqualified from the competition for that cookoff.

## XI. GUIDELINES FOR COOKOFF OFFICIALS

A. **HEAD JUDGE DUTIES AND RESPONSIBILITIES** - The head judge may be the head chili judge and/or the head showmanship judge, but he/she must be a chilihead or other individual with knowledge of CASI rules. The head judge also may be the CASI official at the cookoff. The role of the head judge depends on the size and timing of the events at the cookoff. The head judge must be identified at the cooks' meeting. All contestants and cookoff workers must know who the head judge is at a particular cookoff.

1. **THE HEAD JUDGE MUST:**
  - a. Oversee chili and showmanship judging to ensure fair and unbiased judging based on CASI rules.
  - b. Provide the completed CASI official Results Sheet to the CASI official for signature and mailing.

2. IT IS THE HEAD CHILI JUDGE'S RESPONSIBILITY TO:

- a. Ensure fair and unbiased judging based on CASI rules.
- b. Obtain all chili judges. (Five (5) to six (6) are recommended for preliminary and intermediate tables, ten (10) or more for final.)
- c. Obtain personnel for turn-in, table monitors, and tallying.
- d. Determine chili turn-in location and judging table arrangement.
- e. Provide all items necessary for judging set-up (tables, chairs, judging sheets, pencils, markers, spoons, palate cleansers and drinks).
- f. Ensure security of all chilis and judging area until secret numbers are removed and announced.
- g. Determine number of judging levels to be used in judging.
- h. Determine number of chilis to be distributed to each table at each level of judging. No less than 50% of the chilis from one level must progress to the next level of judging.
- i. Provide for tabulation of chili judging sheets.
- j. Provide for tie breaking in top ten chilis on final table.
- k. Determine identity of designated CASI official for cookoff and coordinate with this official on any question(s) regarding CASI chili and showmanship rules.
- l. Provide top ten chili judging cups to awards emcee for announcement.

NOTE: A decision of the head chili judge is final except under protest to CASI.

3. IT IS THE HEAD SHOWMANSHIP JUDGE'S RESPONSIBILITY TO:

- a. Ensure fair and unbiased judging of showmanship based on CASI rules.
- b. Obtain showmanship judges (five or more are recommended).
- c. Provide judging sheets and instruct show judges on judging criteria.
- d. Provide for tabulation of showmanship judging.
- e. Provide showmanship results to awards emcee for announcement.

NOTE: A decision of the head show judge is final except under protest to CASI.

4. HEAD COOKS MEETING - A head cooks' meeting may be held by the head judge(s) and/or CASI Referee for the cookoff. This meeting provides an opportunity to make announcements, explain rules, distribute cups, cover any local procedures or customs, and answer questions about the cookoff.

#### SAMPLE AGENDA

- a. Opening Remarks - Introductions and special announcements or instructions.

"The head judges(s) is (are) {names}. The CASI Referee for the cookoff is {name}."

- b. Chili Rules - Read Page 1, "Chili Cooking Rules".

- c. Judging Criteria - "Competition chili is blind judged based on the following five criteria: aroma, consistency, red color, taste, and aftertaste."

- d. Judging Cups - "Pick your judging cups up at {location}."

"When you pick up your cup, you are required to sign the removable ticket in the presence of a designated official. The number on the ticket corresponds to the number taped to the cup. This is the only way we can tell who the winner is when the ticket is removed from the cup on stage. Put your signed ticket in a safe place. If you lose your ticket, you cannot win; we must have both matching halves."

"Do not tamper with or remove the ticket taped on the cup. Do not mark the inside or outside of the cup or place identifying objects (*e.g.*, floating jalapeños, bay leaves, etc.) inside the cup. A 'marked' cup will be disqualified."

"If you damage your cup, bring both the cup and your signed ticket to me. If you lose your cup, bring the signed ticket to me and your cup will be replaced. In either case, locate either me or a cookoff official as soon as possible – do not wait until turn-in."

- e. Turn-in - "Bring your chili cup at {time} to {location}. Do not delay turning in your chili. No cups will be accepted after the judging begins."

- f. Showmanship - "Showmanship will run from {time} to {time}. Teams competing for showmanship will meet at {location} after picking up your judging cups."

- g. Questions - "Are there any questions? You may begin picking up your cups at {location}. Good luck!"

After show team head cooks have picked up their cups:

- h. Showmanship - Read Pages 5 and 6, "Showmanship Rules".

"Showmanship will run from {time} to {time}. Are there any questions? Good luck!"

MAY CHILIGULA SMILE UPON YOU!

\* \* \* \* \*

## B. TABLE MONITOR DUTIES

### 1. PRIOR TO JUDGING - Make sure that:

- a. All judges listed on your table are seated.
- b. There is a judging sheet and pencil for each judge.
- c. Sufficient spoons, napkins, and palate cleansers are available on your table.
- d. A receptacle for discarding spoons is available.

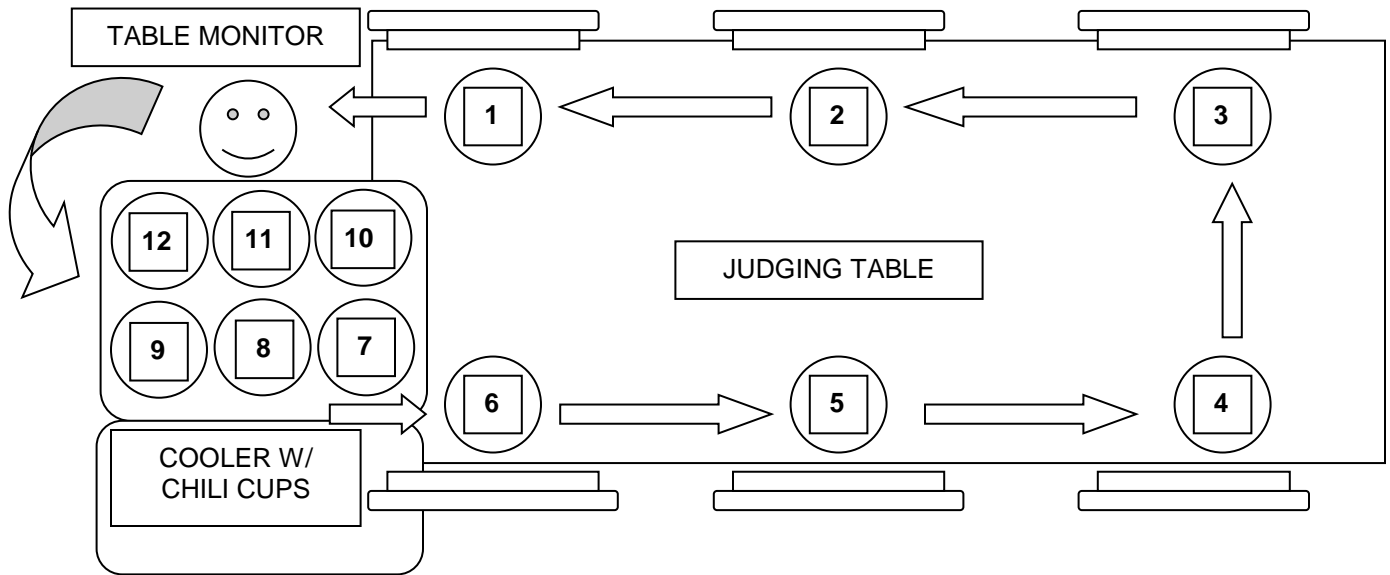
### 2. INSTRUCTING THE JUDGES:

- a. Table talk is okay, but discussion of chili must not be permitted during the judging. Questions concerning chili or judging will be referred to the table monitor. The table monitor will refer any questions regarding disqualification of a chili to the head judge for final decision.
- b. No smoking is permitted at the table during the judging process.
- c. Tinted eyewear is not permitted while judging chili. If you must wear such eyewear because of prescription, please do so throughout the entire judging process.
- d. Once judging commences, judges may not be excused for any reason. Please ensure that if a restroom break is required, it must happen before the judging starts.
- e. Cell Phones are to be turned off during the judging
- f. Score each chili on its own merits, from 1 to 10, 10 being the highest. One score takes into consideration all criteria for judging chili. The criteria are aroma, red color, consistency, taste, and aftertaste. The head judge and monitors must not interject their own definitions for any of the five judging criteria. Refer to Page 20, "Judging Criteria".
- g. You must score each chili, but you do not have to taste each one.
- h. You cannot re-taste a chili after it has passed on to the next judge.
- i. You must use one spoon per taste, then discard the used spoon.
- j. Take as much time as you need to judge each chili. Cleanse your palate between chilis and keep the lids on the cups as much as possible.
- k. When entering your score on the judging sheet, make sure the number on the cup corresponds to your entry.
- l. Please sign and fold your judging sheet (lengthwise, printed side in).

### 3. STARTING THE JUDGING (some cookoffs will do Step a. separately):

- a. At random, remove a cup from the cooler and, using a permanent marker, mark a large letter (your table designation) and number (cup designation) on the side of each cup.
- b. Inspect each cup for marks, floating objects, etc. NOTE: Any questions regarding the disqualification of any chili will be referred to the head chili judge.

- c. Begin cup distribution on the judging tables in the following sequence:



- d. Judges will rotate cups to their right. A cup coming off the table (1, 2, ...) will be placed back in the cooler; the next cup numerically (7, 8, ...) will go onto the table. Cups 1 through 6 will be sent to the table in numerical order after the highest number cup has been placed on the table.

#### 4. COMPLETING THE JUDGING:

- a. When all chilis have been judged, collect the judging sheet from each judge at the table.
- b. Before releasing the judges, be sure that each judging sheet is complete, readable, and properly scored.
- c. If for any reason a judge is thought not to be qualified for judging, that judge's sheet will be held and referred to the head chili judge for review and final decision.
- d. Judging sheets will be provided to the head chili judge for tally.
- e. Once tallied, and the chilis to be advanced to the next stage are determined, non-advancing cups will be pulled from the cooler and marked with a large, highly visible "X" on the outside and lid of the cup.
- f. Cups advancing to another level of judging will be provided to the head chili judge after the table monitor has thoroughly marked out the preliminary table and number designation.

C. CASI COOKOFF REFEREE DUTIES - The CASI cookoff Referee required to be on site can be a CASI Regional Referee, CASI Area Referee, CASI Great Pepper, CASI official, or authorized representative of one of the above. The Referee's role is one of consultant at the cookoff. The Referee is permitted to voluntarily assume other roles at the cookoff (e.g., head judge, etc.) providing those duties do not interfere or conflict with the duties as official CASI Referee.

IT IS THE CASI COOKOFF REFEREE'S DUTY TO:

1. Observe the cookoff to see that CASI chili and showmanship rules are followed.
2. Interpret CASI rules at the cookoff.
3. Report in writing to CASI any and all infractions in CASI rules.
4. Sign the official CASI Results Sheet after winners are determined.
5. Mail the Results Sheet, entry list, and fees to CASI after the cookoff.
6. Make sure that CASI requirements for a sanctioned cookoff are followed if applying for CASI sanctioning.
7. Act as an official CASI representative by providing information and promoting CASI.
8. Attend the cookoff in time to observe the cooks' registration and attend the cooks' meeting.

**NOTE:** The Referee is not required to help promote or run the cookoff.

## NOTES



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## CASI-AFFILIATED PODS

SECTION 1. To establish a Pod for CASI affiliation and sanctioning, the group must meet the following criteria:

- a. Work for the benefit and promotion of chili through CASI only.
- b. Present a paid membership of at least fifteen (15) members.
- c. Hold an election of officers.
- d. Hold a CASI Pod Cookoff advertised as such in the *Terlingua Trails* during the chili year.
- e. Obtain letters of support from two (2) Pods currently in good standing.
- f. Be approved for CASI affiliation and sanctioning by a two-thirds vote of the voting delegates at an annual Great Peppers Meeting.
- g. Submit evidence of Section 1 a-f to the CASI Executive Director as part of the Great Peppers Meeting credential process. This evidence must be sent in time to meet the stated deadline.

SECTION 2. A Pod must meet the following criteria to maintain CASI affiliation and sanctioning:

- a. Work for the benefit and promotion of chili through CASI only.
- b. Maintain a paid membership of at least twenty-five (25) members.
- c. Hold an annual election of officers.
- d. Hold a CASI Pod Cookoff advertised as such in the *Terlingua Trails* during the chili year.
- e. Submit evidence of Section 2 a-d to the CASI Executive Director as part of the Great Peppers Meeting credential process. This evidence must be sent in time to meet the stated deadline.

SECTION 3. The Great Pepper, Pod Officers, Regional and Area Referees must be members of CASI; membership must be maintained throughout the entire Chili Year in which they will be serving, beginning October 1 and ending September 30.

SECTION 4. The Great Pepper or duly authorized proxy shall attend the annual Great Peppers Meeting. Only one Pod representative can vote or represent the Pod proxy at the annual Great Peppers Meeting. No one person may have more than one (1) vote at any CASI meeting. If a Pod is not represented at the annual Great Peppers Meeting, the Pod will be placed on probation. If a Pod is not represented at two (2) consecutive Great Peppers Meetings, the Pod will be suspended.

SECTION 5. Any pod not conforming to Article XIII may be suspended by the CASI Board of Directors and suffer loss of all privileges and sanctioning.

SECTION 6. Any Director, Great Pepper, Pod Officer, Regional Referee or Area Referee not conforming to Article XIII will be removed from office by the CASI Board of Directors whenever in its judgment the best interest of CASI would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the Directors, Officers or Referees to be removed.