



HOUSTON YACHT CLUB

BBQ ON THE BAY

An Amateur Cooking Event

March 24, 2018

TEAM HANDBOOK

As of 01.18.18

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KEY INFORMATION and DATES

Sponsor:

The 2017 BBQ on the Bay (the “Event”) is sponsored by The Houston Yacht Club (“HYC”). All Event proceeds, net of direct Event expenses, will be used for a specific HYC capital improvement project (the “Event Project”) subject to all committee and Board approvals. The Event is open to all amateur Teams that meet the qualifications and criteria noted in the Handbook.

Address questions to:

EVENT CHAIR John J. Peter 281.300.4528 johnjpeter@msn.com jp@jpeterandassociates.com

Open To:

The BBQ on the Bay **competition** is an AMATEUR event open to all HYC Members, as well as their families and invited guests on their Team. In addition, by invitation of the current Commodore, up to three Teams from governmental or other organizations having purposes complimentary to the Purposes of the Houston Yacht Club may be invited to compete. All HYC members and their families and guests, Reciprocal Club Members and their families and guests, guests of Team members; and other invited guests are welcome to HYC on the day of the Event.

- To be considered “amateur” cooking teams cannot have competed during the past three years in a BBQ event:
 - Sanctioned/organized by the HLS&R World Championship BBQ Contest; or,
 - In a BBQ cookoff event where the winners receive cash prizes.

Key Dates:

- Team Sign-Up Now open for Registration
- Team Sign-Up is closed – All Entry Fees Due 03/21/18
- TEAM CAPTAINS and CHIEF COOKS MEETING 03/21/18
 - 7:00 PM in the HYC Centennial Room.
 - The Team Captain, or designate and Chief Cook, or designate are required to attend.
 - All Team members are encouraged to attend.
 - Any final updates or Event changes will be announced. Space assignments will be drawn.
 - Captain or Chief Cook questions will be answered and judging criteria will be explained.
 - The Chief Cook packets will be delivered.

Entry Form Turn-in: You can turn in your entry forms one of three ways:

1. Email to the Event Chair at: jp@jpeterandassociates.com
2. Drop off in an envelope at the HYC Office, noting on the outside of the envelope “BBQ ENTRY FORM”
3. Mail to the HYC office at 3620 Miramar Shore Acres, TX 77571 ATTN: BBQ ENTRY FORM

Cancellation:

Due to other Events scheduled at HYC subsequent to the Event Date, there is no backup date for this Event. In the case of Event cancellation, all Entry Fees will be refunded or, at the discretion of the Team Captain, may be donated to the Event Project. **Any cancellation due to weather will be announced no later than 12:00 PM (noon) on 03/21/18.**

MOVE-IN/MOVE OUT DATES AND PROCEDURES

- The Team Spaces will be marked on Thursday, March 22 (weather permitting).
- Move-In will be available based on the move-in times shown on the Entry Form.
- **All move-in MUST BE completed by 9:00 AM of Event day.**
- **All Team Member vehicles MUST BE parked in the assigned Team Parking area by 9:00 AM of Event day.** Transport by golf cart from team parking area to event site will be provided.
- The Event ends at 7:00 PM on Saturday, March 24.
- Each Team is responsible for ensuring that all its equipment, structures, and trash are removed from HYC at move-out.
- All Teams and all team equipment, structures and trash must be removed no later **than 2:00 PM on Sunday, March 26** unless other arrangements have been made in advance for removal on Monday, March 27.

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TEAM COMPOSITION

Each team must have a Team Captain. A Team may be comprised of just the Team Captain, or up to as many Team Members as the Captain chooses.

THE TEAM CAPTAIN

- MUST BE a Member (or spouse, son, or daughter of a Member) of the Houston Yacht Club, in any membership class, in good standing as of the date of Event Signup, as well as the date of the Event; OR
- **By the Commodore's Invitation only**, MUST BE actively employed in a management role at a governmental or other organization having purposes complimentary to the Purposes of the Houston Yacht Club as of the Event date.
- MUST actively participate in all of the activities of the Team.
- MUST be on site and generally available throughout the entire day of the Event.

TEAM MEMBERS AND TEAM RELATIONSHIPS

- **Only the Team Captain** is required to meet the requirements noted above. However, **Team Members must have an existing relationship with the Team Captain**. Existing relationships include family, bona fide personal and/or business relationships, or HYC relationships.
- A Team Captain may not "pick-up" a team for the purposes of this Event and a team cannot "pick-up" a Team Captain for the purposes of this Event.
- A team will be considered to have been "picked up" if it is obvious that the Team has previously participated in multiple BBQ events at a level beyond amateur status, regardless of the relationship to the Team Captain.
- Any team deemed to be a "pick-up" or non-amateur Team by the Event Chair, in consultation with the Chief Judge and the Chief Pit Master, will be automatically eliminated from the competition, but will be allowed to cook throughout the Event.
- Team Members may not be compensated for participating in the competition. Any exception will result in that Team being eliminated from the competition, but the Team will be allowed to cook throughout the Event.

3RD PARTY TEAM SPONSORSHIP

- 3d Party Sponsorship of teams is encouraged for the Event. Coworkers of the Team Captain are considered to have an existing relationship with the Team Captain.
- 3rd Party underwriting of certain event costs will be solicited by the Event Committee.
- 3rd party sponsors are encouraged to promote their businesses as part of this Event by the use of signage, handouts, and other non-sales promotional activities.

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SAFETY AND SECURITY

BEVERAGE CONTAINERS, BEVERAGE SALES AND CONSUMPTION

- Glass containers of any kind are strongly discouraged; if used, they must be kept inside the team space.
- No kegs allowed.
- The sale and consumption of alcoholic beverages on the grounds of the Houston Yacht Club is regulated by the Texas Alcoholic Beverage Commission and we request that all Teams comply with those regulations.

PARKING

RV/Motorhome Parking – There will be no RV/Motorhome parking allowed on site the day of the Event.

Trailers with pits attached, and equipment trailers

- Trailers with pits attached must fit inside the Team Space
- Equipment trailer parking will be available outside of the Event Area
- All trailers must be blocked.
- All trailers must be removed from haulers.
- All trailers will be identified with a Team Captain, regardless of actual ownership.
- All trailers must be removed from the premises as part of the move out by Sunday, March 26th.
- Trailers not removed by Sunday night will incur a fee of \$50 per night, charged to the Team Captain's HYC account.

Team Parking

- **Personnel will be onsite on Friday and Saturday to direct all parking.**
- **PARKING RULES WILL BE STRICTLY ENFORCED.**
- An assigned parking area will be reserved for Team Members vehicles and trailer parking. This area will be clearly marked. Please help us maintain safe and effective vehicle control by utilizing this parking.
- Golf cart transport to and from the team parking area will be available from 7:00 AM until 10:00 AM on the day of the Event. There will be intermittent service after 10:00 AM.

Parking Inside of the Team Space

- Other than one golf cart, no vehicles are to be parked inside the Team Space. Gas-powered golf carts may not be parked inside the Team Space.
- Trailers with pits attached must fit inside the Team Space.

FIRE EXTINGUISHERS AND FIRE SAFETY

- Each team shall have at least one A:10-B:C rated portable fire extinguisher readily available
- Combustible materials such as hay or straw may not be brought onsite for any purpose.
- No portable heaters of any kind will be allowed.
- Teams must provide their own container(s) to facilitate disposal of embers offsite of the HYC premises. **Teams are expected to use their best efforts to keep embers and grease off all lawn, road and parking lot surfaces.**

NIGHTTIME SECURITY

- HYC will provide additional security from 10 PM Friday March 24 until 6 AM Saturday March 25. No extra security for the Event area will be provided other than Friday night.

VEHICLE SAFETY

- Golf Carts-Golf carts are allowed in the Event area but must remain parked in the Team Space except when in use.
- Cars and Trucks - No other vehicles are to be in the Event area from 9:00 AM to 7:00 PM on the Event Date.
 - Due to extreme weather conditions the Event Chair may waive this restriction, with certain extra precautions.

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OTHER INFORMATION

ELECTRICITY IN THE SPACE

- HYC will provide 15 amps of electricity for Team Spaces designated as such on the Entry Form. This will consist of (1) 15 amp 110-volt electrical service consisting of (1) quad box with GFCI and 15-amp overload protection.

CONTROL OF THE TEAM SPACE

- Team Captains are responsible for maintaining control of their space and their Team Members at all times.
- Teams must fit all structures, equipment, supplies, etc., within the boundaries of their assigned team Space.
- Teams may not store supplies, equipment, etc. outside their assigned space before or during the Event.
- Exterior décor and interaction with the public is highly encouraged, but must be appropriate for viewing by a public audience of all ages and may not consist of material having a political, religious, discriminatory, or lewd nature.
- Generators that are not a permanent part of the trailer/pit are **not** allowed. Generators cannot be operated unless completely inaccessible by the general public.

TENTS

- If a tent is to be used, it **must be anchored regardless of forecasted weather conditions. The ONLY acceptable anchoring system is to attach at least one 5-gallon bucket, filled with water, to EACH leg of the tent.**

GENERATORS

- Generators that are not a permanent part of the trailer/pit are **not** allowed.
- Generators cannot be operated unless completely inaccessible by the general public.

TRASH

- As part of the Entry Fee, one trash can will be provided to each Space.
- HYC will supply all trash container liners.
- HYC will provide trash pickup on Saturday at approximately 9:00 AM, noon, 3:00 PM and 5:00 PM; and Sunday morning before 8 AM.
- At all other times, teams are responsible for depositing their trash in the dumpster located behind the fenced area to the right of the entrance to HYC property. Teams may not leave trash in the Team Space.
- During move-out, all trash must be removed from the HYC grounds or taken to the dumpster located behind the fenced area to the right of the entrance to HYC property.

PORT-A-CAN AND WASH STATION

- At least one Port-a-Can and one wash station will be on site from Friday afternoon through Sunday evening for use by all Team members and other Event attendees.

MUSIC

- Amplified music is allowed in Team Spaces on Friday night, March 24.
- After 10:00 PM on Friday, all music must be maintained at a very low volume so as to be heard by the Team Members only.
- The Event Sponsor will be providing music throughout the Event on Saturday. The Event Sponsor will also be making periodic Event announcements throughout the day of the Event. In addition, any safety or security announcements that are required will be made by the Event Sponsor. Consequently:
 - Music played in the Team Spaces must be at a volume that allows all Teams to clearly hear any Event announcements
 - Team music cannot be played at a volume level that competes with the Event Sponsor's volume;
 - **All Team music must be shut down by 2:30 PM for the duration of the Event so that announcements regarding turn-in and other activities are not in competition with Team music.**
- Please be cooperative with other Teams who also have music as well as with the Event music.
- Please be aware that HYC has neighbors in close proximity to the Event space.

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PROHIBITED ACTIVITIES

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- Animals are NOT permitted in the Event area except for certified “human assistance” dogs.
- Fundraising, selling memberships (other than to the Houston Yacht Club) **or soliciting contributions for any purpose other than for the Event** are prohibited during the Event.
- **Teams may NOT sell ANY item, including food and drink, from their space or any location within the Event area during the Contest, move-in or move-out.**
- No gambling of any kind is permitted.
- No grease disposal at HYC. HYC has no ability to dispose of grease, used cooking oil or fats. Teams must provide their own container(s) to facilitate disposal of used grease, cooking oil or fats, offsite of the HYC premises
- Horns or public-address systems are prohibited, except by the Event Sponsor.
- No music of any kind in the Event area is allowed after 7:00 PM on the Event date.
- Music played at a volume that is disruptive or intrusive to other Teams or the Event activities is prohibited.