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Official  
CASI Rules

C.A.S.I.



C.A.S.I. - Chili Appreciation  
Society International, Inc.

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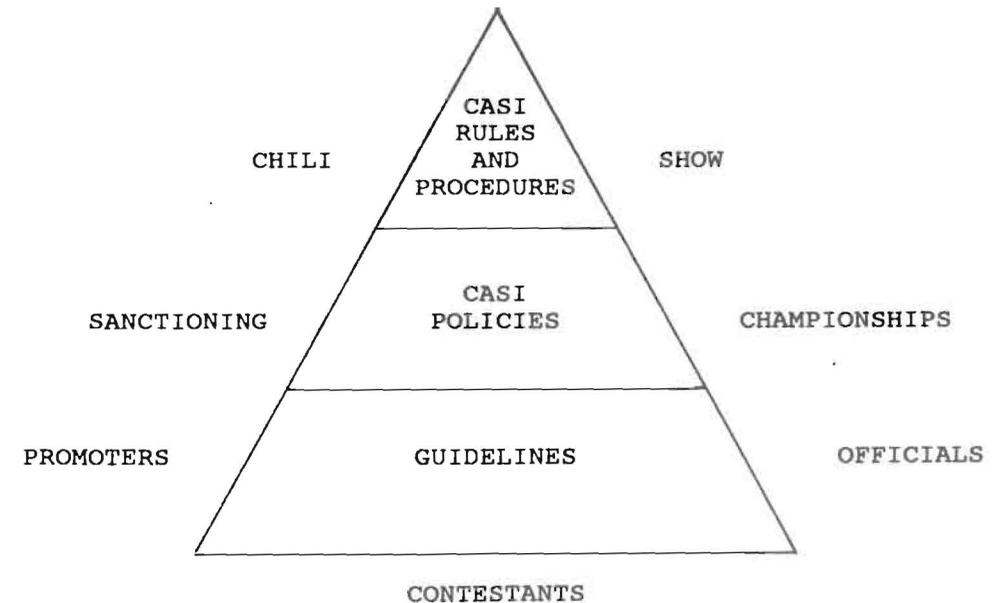
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This publication of rules, procedures, policies, and guidelines together forms a set of standards that has been discussed and approved by the Board of Directors of CASI and its larger body of Great Peppers, who represent local and area organizations (Pods) made up of chiliheads from around the world.

CASI DEFINITIONS - As used in this publication:

1. RULES - Regulations that govern the conduct of contestants.
2. PROCEDURES - Regulations that govern the judging process.
3. POLICIES - Regulations that govern the order of business concerning sanctioning and chili championships.
4. GUIDELINES - Written directions or information that provide assistance or clarity are found both within the rules, procedures, and policies inside the parentheses and separately in Section VIII.

RELATIONSHIP OF CASI RULES, PROCEDURES, POLICIES, AND GUIDELINES



## INTRODUCTION

### **COOKOFFS: A CHARITABLE WAY TO FIND THE CHILI OF THE DAY**

For over twenty 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; therefore, cookoffs for the benefit of charities are encouraged.

### **CASI: A WAY TO DO COOKOFFS**

As cookoffs transformed from tomfoolery to semi-seriousness, an organization known as C.A.S.I., Inc. (an acronym derived from Chili Appreciation Society International, Incorporated) evolved. C.A.S.I., Inc. (hereafter referred to as CASI) developed formal rules policies, procedures, and guidelines to encourage fair and impartial judging of chili and showmanship competition.

### **RULES: WHY ALL THESE RULES?**

A fair and impartial judging of chili and showmanship is why the system of CASI rules, policies, procedures, and guidelines was developed. These allow the best chili and show team of the day to be recognized. Cookoffs that use CASI rules and procedures are eligible for CASI sanctioning. Through the CASI sanctioning process, cookoff participants and winners are recorded by CASI. Those who qualify using this system can enter the Winners Circle 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 and rules changes are enacted 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 solely to promote chili and serve the needs of chiliheads everywhere. For the name of the Pod nearest you, or to join CASI, contact:

Hut Brown, CASI Executive Director  
1516 Prairie Drive, El Paso, Texas 79925  
915-772-2379

Current Annual CASI dues are \$10.00 per person; lifetime memberships are \$125 per person.

## TABLE OF CONTENTS

I.	CHILI COOKING RULES	1
II.	CHILI JUDGING PROCEDURE	2
III.	SHOWMANSHIP RULES	8
IV.	SHOWMANSHIP JUDGING PROCEDURE	9
V.	THE CASI-SANCTIONED COOKOFF	10
	A. Requirements for a CASI-Sanctioned Cookoff	10
	B. Other CASI Policies That Affect Sanctioning	13
VI.	CASI OPEN CHAMPIONSHIPS	14
	A. Requirements for Open Championships	14
	B. Establishing Open Championships	15
	C. Recognition of Open Championship Winners	16
VII.	THE CASI TERLINGUA INTERNATIONAL CHILI CHAMPIONSHIP	16
VIII.	GUIDELINES FOR CHILI COOKOFFS	19
	General	19
	Getting Started	23
	Sample Cookoff Schedule	24
	Cookoff Supply Checklist	26
	A. Guidelines for Cooking Competition Chili	27
	B. Guidelines for Showmanship	28
	C. Guidelines for Cookoff Officials	29
	1. Head Judge Duties and Responsibilities	29
	2. Table Monitor Duties	33
	3. CASI Cookoff Referee Duties	36
IX.	OFFICIAL CASI FORMS	
X.	INDEX	

## I. CHILI COOKING RULES

- A. ALL MEMBERS OF CASI shall receive a copy of the current CASI rules each year of their membership, along with a list of Directors, Great Peppers, Regional Referees, and Area Referees.
- B. CHILI COOKED ON SITE - All chili must be cooked on site the day of the cookoff from scratch. All chili must be prepared out 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 (e.g., Wick Fowler's, Carroll Shelby's, etc. that contain several premeasured spices) are NOT permitted.
  - 2. NO FILLERS IN CHILI - No beans, macaroni, rice, hominy, or other similar items will be acceptable.
  - 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 judging committee and CASI referee. (Failure to comply is subject to disqualification.)
    - b) YOU MAY HAVE TO TASTE YOUR CHILI - All chili cooks may be required, at the discretion of the CASI referee or head judge, to remove the lid from their chili cup and eat a spoonful of their own chili before turning it in for judging. (If the contestant refuses, the chili will be disqualified.)
- C. 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.
- D. COOKS MUST SIGN NUMBER SLIPS - Chili cooks must sign their secret number slips in ink, with their first and last name, at the time cups are issued. Winners will not be eligible if their secret numbers are unsigned when presented. (NOTE: You must present your signed secret number to win, so keep it in a safe place until winners are announced.)
- E. PROTECT YOUR JUDGING CUP - Once judging cups are issued, each head cook is responsible for his or her judging cup. Cooks must not remove or tamper with the number on the outside of the cup.

Any marked or altered cup must be replaced prior to turn-in or it will be disqualified. (See Page 3, Sections A4 and 5 for cup replacement.)

- F. FILLING CUPS - Cups will be filled 3/4 full or to the level designated at the cooks' meeting.
- G. CHILI TURN-IN - Chili will be turned in at the place and time designated at the cooks' meeting or as designated by the head judge.
- H. PENALTIES - Failure to comply with CASI rules and procedures is subject to disqualification of the individual cook for that cookoff. Decisions of the official(s) are final. In case of disqualification, the CASI official monitoring the cookoff immediately will notify the head cook and give a reason for disqualification.

## II. CHILI JUDGING PROCEDURE

A. JUDGING CUPS - Cups shall be between 12 and 20 ounce styrofoam with lids. All cups must be identical in color, size, shape, etc. (Styrofoam cups work best as they hold heat. Always make up extra cups.)

- 1. PREPARATION - A duplicate set of numbers must be used. One copy (number) is to be concealed and affixed to the exterior of the judging cup. The second copy (duplicate number) is to be placed in the interior of the same cup and the lid replaced. Cups should not be kept in numerical order.
  - a) (Duplicate numbers - commercial numbered and paired theater/raffle tickets can be purchased by the roll and offer a uniform, easy to use duplicate numbering system. Another method is to make a duplicate set of numbers on slips of paper -- one number pair for each cup used in judging. For example: #1, #1, #2, #2, etc. The two numbers should be prepared in such a way that the number will not be confused or transposed with a similar number. It is a good idea to have extra help available to insure that no mistakes are made in placing the numbers on and in each cup.)
  - b) (Coin envelopes - Available at most office supply stores are recommended to hold the secret number. Get the smallest size available. The envelope (containing the

number) subsequently is affixed to the bottom or side of the judging cup. Another coin envelope may be used to contain the duplicate secret number placed inside the cup.)

- 2. DISTRIBUTION - Each chili cook must sign the secret number slip (duplicate number) in ink with first and last name at the time the judging cups are issued. (There should be an extra list of contestants so that each head cook or team member can initial that he or she has received a cup.)
  - 3. TAMPERING - Any cup that appears to have been marked or altered will be referred to the judging official or CASI cookoff referee who will rule on disqualification.
  - 4. DAMAGED CUP - Should a cook damage a cup, a replacement cup can be given only after the head cook turns in the damaged cup including both numbers. (The head cook and referee must sign a new number slip.)
  - 5. LOST CUP - Should a contestant lose a cup or number, a new cup and number can be issued. In this case the head judge or CASI cookoff referee also must sign the new secret number ticket that the recipient receives and signs. NOTE: If the number of cups turned in exceeds the number of head cooks registered, the original numbers held by contestants with lost cups become invalid.
- B. CHILI JUDGES - Judging will be done using preliminary and final judges, and, when applicable, semi-final judges. (Five or six judges per table are suggested for all levels below finals. The finals table should have ten or more judges.) Judges must be adults (18 years or older).
- 1. PRELIMINARY JUDGES - Head cooks or knowledgeable cooking team members may serve as preliminary judges. (With proper instructions on judging criteria, any person who likes chili should be able to judge satisfactorily.)
  - 2. SEMI-FINAL JUDGES - Semi-final 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 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 should be divided equally among the tables to have about fifteen chilis per table.)

1. PRELIMINARY - In judging, a minimum of four (4) chilis must come off each preliminary table and go to the next level of judging. At CASI cookoffs with fifteen (15) to twenty (20) cooks, preliminary judging will be omitted and all chilis will proceed to final judging.
2. SEMI-FINAL - In large cookoffs, when more than twenty chilis would be on the final table, additional judging levels should be used.
3. FINAL - Judging should be divided among the prior tables so that the final table will begin with no more than twenty (20) chilis and no less than fourteen (14) chilis.
4. TIES - Do not break ties in the predetermined number of chilis that come off the preliminary or semi-final judging tables. Ties are to be passed on for further judging. Ties on the final table must be broken. (See Page 6, Section II.F1 below).

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

These criteria are:

Aroma  
Consistency  
Red color  
Taste  
Aftertaste

1. SCORING - Each cup of chili shall be scored on its own merits with a whole number from 0 to 10; 10 being the highest. No pluses (+), minuses (-), fractions ( $\frac{1}{2}$ ), or decimals (.5) will be taken into considerations.
2. EACH CHILI MUST BE SCORED - Each judge must give a score to each cup of chili.

E. JUDGING THE CHILI

1. JUDGING SHEETS - The CASI Official Judging Sheet included in the Official CASI packet must be used for judging. (Make copies so that you have ample sheets for judging

preliminary, semi-final if needed, and final judging, as well as tallying. A sample Tally Sheet is included in the Official CASI packet.)

2. TURN-IN TIME - All judging begins at the same time. No more chilis will be accepted after judging commences. Contestants must be notified at registration and the cooks' meeting of the turn-in time.
3. CHECKING-IN JUDGING CUPS - As cups are turned in, have a judging official or officials 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 being used, except when chilis are being taken in or out.
4. TABLE MONITORS - Each judging table should have a knowledgeable table monitor to control table talk, answer questions, and enforce CASI judging procedures. Discussions of the chili will not be permitted. Any questions regarding disqualification of a chili will be directed to the head judge (or CASI referee) by the table monitor for a final decision. (It is the responsibility of the table monitor -- especially on the preliminary tables -- to remove the lid, look at the chili, and check each cup for interior marks and fillers before passing it on to the judges. Have adequate help to insure a smooth and quick judging.)
5. NO SMOKING - Smoking is not allowed in the judging area during the chili judging process. The judging process is considered to begin with the arrival of chili for turn-in and ends when the final tally is complete and the winning cups have been marked for transport to the announcement area.
6. RANDOMLY SELECT CUPS FOR JUDGING - Have officials take boxes or insulated containers to another official or officials (e.g., table monitors) and let these officials remove at random the predetermined number of chilis that will be placed on each judging table. These chilis should be placed in separate boxes or insulated containers.
7. NUMBER THE CUPS - After the correct number of chilis per judging table has been determined, an official will mark for each judging table a judging designation (letter and number) on the side of each judging cup. This process should continue until all cups turned in are properly marked and

taken to the appropriate judging table. (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 bottom or side of the cup is to remain unknown to the judges and official writing the judging number on the cup exterior.)

8. RENUMBER THE CUPS AFTER EACH LEVEL OF JUDGING - The outside judging designation (letter and number) on the cups must be changed at each level of judging - preliminary, semi-final, and final. (Marking over the previous numbers with a darker colored ink and using a different colored marker for each level of judging helps avoid confusion in the marking process. After each table has been tallied and the "good" chilis identified and removed for the next level of judging, it is suggested that each table monitor immediately mark a large, highly visible "X" on the outside and on the lid of each judging cup not forwarded to the next level of judging.)
  9. TASTING A CHILI - Beverages and bite-sized snacks (e.g., crackers, cheese, celery, grapes, etc.) must be supplied to judges to allow them to clean 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 retaste a chili once it has been passed to the next judge. (Each chili is to be judged on its own merits, and the total points received from all judges will determine the winner.)
  10. CHECK COMPLETENESS OF JUDGING AND SCORE SHEETS - The table monitor should make sure that each judge at the table has judged each chili and scored each chili before releasing the judges. Table monitors also should insure that each judge signs the judging sheet before releasing the judges.
- F. TABULATING RESULTS - Tabulations should be done in the judging area and overseen by the head judge and/or CASI cookoff referee.
1. TIE BREAKING (FINAL TABLE) - Use all final judges' sheets for tabulating results. If the results show ties, pull one judging sheet and use it only to break the ties. If ties are still present, pull a second sheet for tie breaking on tied scores. A third or fourth sheet may be used to further

break ties. A disinterested person should pull the judging sheets for tie breaking.

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

2. MARKING WINNING CUPS - When the winning cups have been determined, the place/order of finish should be marked (in a manner not to be confused with a prior judging number -- e.g., "1ST", "2ND", etc.) on both the cup and the lid.
- G. ANNOUNCING WINNERS - The top three (3) or more showmanship winners and the top ten (10) or more chili winners must be announced in reverse order of their finish (e.g., 10th, 9th, 8th, ..., 3rd, 2nd, 1st). NOTE: Both names and addresses must be recorded for chili and showmanship winners. Winners should be announced promptly -- within 30 minutes of the completion of final judging. (Since some entrants may have traveled very long distances to attend the cookoff, safe returning travel time is important.)
1. METHOD OF ANNOUNCING - Winning chili numbers will not be revealed until time to announce winners. At that time, the secret number that is affixed to the outside of each cup will be removed and passed to the CASI cookoff referee and then to the announcer. (Persons announcing, running judging, or refereeing may cook if they so choose. However, if cooking that day, they must appoint persons who did not cook that day to fulfill their duties on stage during the announcement of the winners.)
  2. CLAIMING AWARDS - Upon the announcement of the winning numbers, cooks must present the signed, matching number to claim awards and points as sanctioned by CASI. (NOTE: This will be the first time anyone will know the actual identity of the winners.)
  3. ALSO ANNOUNCE FINALISTS - The numbers of all chilis reaching the finals (and semi-finals) may be announced and/or posted only after the completion of the announcement of all winners.
- H. RECORDING WINNERS - Chili and showmanship winners will be recorded on an Official CASI Tally Sheet and mailed to CASI for sanctioning points to be awarded. (See Page 12, Section V.A6.)

### III. SHOWMANSHIP RULES

- A. SHOWMANSHIP ENTRIES - Promoters should encourage the participation in showmanship of show teams as they provide competitive entertainment that adds to the fun of chili cookoffs. (Although individuals do win showmanship, it is usually a team event.)
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. (To be judged, contestants must declare their intention to compete in show at least thirty (30) minutes prior to the start of showmanship. This can be done when signing for the chili judging cup.)
  2. ONE NAME PER SHOW TEAM - Showmanship teams must enter all cookoffs under one name and mailing address in order to avoid confusion in the recording of showmanship points.
- B. PERFORMANCE OF SHOWMANSHIP - (Hired professional performers should not be allowed in showmanship competition.)
1. PERFORMANCE - Showmanship teams must be limited so as not to interfere with the other contestants. (Traveling is allowed, and traveling show teams will be judged while traveling around the cookoff.)
  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 interference or entertainment (e.g., bands, performances, etc.) that can interfere with showmanship during the showmanship period.
  4. AMPLIFICATION - Only independent, D.C. battery-operated amplification may be used with limited volume so as not to interfere with adjacent contestants. Decisions on volume and power source are at the discretion of the CASI official monitoring the cookoff. Failure to comply with the official's request will result in disqualification of that team.

5. PYROTECHNICS - No contestant (chili or showmanship) may discharge firearms or use any pyrotechnics or explosives. (Contestants discharging firearms, using explosives, or other pyrotechnics will be disqualified.)
- 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, or head showmanship judge, immediately must notify the show team head and give a reason for the disqualification. Decisions of the official(s) are final.

### IV. SHOWMANSHIP JUDGING PROCEDURE

- A. SELECTION OF SHOWMANSHIP JUDGES - Show judges must be chiliheads or other individuals who know what constitutes showmanship. Show judges must not be associated with any show team at the cookoff (e.g., one spouse showing and the other spouse judging.) (It is recommended that at least fifty percent (50%) of the show judges be chiliheads.)
1. OUTSIDE JUDGES - Any outside judge (non-chilihead) 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 judging may be revealed after results are announced.)
- B. SHOWMANSHIP JUDGING CRITERIA AND SCORING - A single score takes into consideration the following criteria for showmanship:
- Theme  
Costume  
Booth set up  
Action  
Audience appeal
1. SCORING - Each showmanship team shall be scored on its own merits with a whole number score from 1 to 10, 10 being the highest. No pluses (+), minuses (-), fractions ( $\frac{1}{2}$ ), 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. (Make ample number of copies of these for showmanship judging.)

- C. SHOWMANSHIP PERIOD - Judging shall be on a continuous basis for two (2) hours during the cookoff, ending at least thirty (30) minutes prior to turn-in time of chili or beginning at least thirty (30) minutes after turn-in. Under severe weather conditions (rain, snow, extreme heat/cold, etc.), the showmanship period can be shortened by the CASI cookoff official or head show judge with the approval of all show teams competing at the cookoff and the cookoff promoter.
- D. SHOW AREA - Show teams will be judged both at their cook sites and while traveling around the cookoff, if applicable.
- E. IDENTIFICATION - Entrants' identification should be "rodeo style" numbers or 8½" x 11" block-lettered cards. If there is a roving show team, identification should be attached or carried in a highly visible location. If identification is to be affixed to a booth, it should be placed where it can be seen above a crowd. All judges should use the identification number/letter in lieu of names.
- F. RECORDING WINNERS - Showmanship winners will be recorded on an Official CASI Tally Sheet and mailed to CASI for sanctioning points to be awarded. (See Page 12, Section V.A6.)

#### V. THE CASI-SANCTIONED COOKOFF

Sanctioning of a chili cookoff by the Chili Appreciation Society International, Inc. (CASI) insures that the cookoff is conducted using a set of rules and procedures that has evolved to meet the high standards required in a fair and impartial judging of chili and showmanship. Following these standards (CASI rules and procedures) and the CASI policies below 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 policy requirements:

- 1. OBTAIN A CASI RULES PACKET - It is the responsibility of the cookoff chairman to obtain an Official CASI Rules Packet including official CASI forms. This packet can be obtained

from either CASI, Inc. (P.O. Box 1561, Pasadena, Texas 77501) or the Goat Gap Gazette (5110 Bayard Lane, # 2, Houston, Texas 77006) for the sum of five dollars (\$5.00).

- 2. PUBLICIZE COOKOFF - All cookoffs must be publicized in the Goat Gap Gazette or official CASI publication and/or significantly publicized in other acceptable media thirty (30) days prior to the entrance deadline. All cookoffs must be advertised as using "CASI rules" only. Acceptable media are defined as media rated by American Research Bureau (Arbitron) or other media listed by Standard Rate and Data Service (SRDS). Any cookoff during the month of September not publicized in the above manner will be guilty of a flagrant violation.
  - a) DOCUMENTATION - Documentation of significant "other" publicity must accompany the official CASI Tally Sheet, entry list, and fees sent to CASI within thirty (30) days after the cookoff.
  - b) RESTRICTIONS - Any cookoff restrictions (e.g., ground meat only, no propane stoves, entry date different from cookoff date, etc.) must be clearly stated in all forms of publication.
- 3. FOLLOW CASI RULES - All CASI chili cooking and showmanship rules and CASI judging procedures must be followed as defined in the current CASI Rules Packet.
- 4. HAVE A CASI REFEREE ON SITE - All cookoffs seeking CASI sanctioning must have present, 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. (Once contacted, CASI will insure that a representative is present at the cookoff.)
  - a) OFFICIAL MUST SIGN TALLY SHEET - The designated CASI official must sign the Tally Sheet before being submitted to CASI for cookoff sanctioning. The designated CASI official and/or the CASI Regional Referee will send the Tally Sheet to CASI.

- b) REFEREE AS CONSULTANT - The above CASI official shall attend the cookoff as a consultant only and is not responsible for running the cookoff.
5. HAVE REQUIRED NUMBER OF ELIGIBLE COOKS PRESENT AND COOKING - The number of cooks required to sanction a cookoff shall be fifteen (15), regardless of the number of state cookoffs in any given chili year. At Regional and International Championships, a minimum number of twenty-five (25) cooks must be present and cooking. (See Page 14, Section VI.A3.) The CASI official at each cookoff can verify the minimum number of cooks required for sanctioning at that event.
- a) 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.
6. SEND TALLY SHEET, ENTRY LIST, AND FEES TO CASI WITHIN 30 DAYS - The CASI official of the cookoff must forward an entry list, complete with names and addresses, official CASI Tally Sheet, as well as one dollar (\$1.00) for each cook entered in each cookoff to CASI (e.g., 38 cooks entered, send CASI \$38.00 along with the Tally Sheet and entry list).
- a) PAPERWORK - To apply for sanctioning, the CASI official must send to:
- CASI, Inc., P.O. Box 1561, Pasadena, Texas 77501
- 1) Two copies of signed CASI official Tally 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 should be indicated on the Tally Sheet. (One additional completed Tally Sheet should be given to the CASI Referee for the purpose of recordkeeping.)
  - 2) Complete entry list of cooks including name and mailing address.
  - 3) A check or money order for one dollar (\$1.00) per cook.
- b) SEND PAPERWORK AND FEES WITHIN 30 DAYS - Paperwork and fees must be sent by the CASI official within thirty

(30) days. (If 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. In this case, cookoff points also may be awarded at the discretion of CASI.

B. OTHER CASI POLICIES THAT AFFECT SANCTIONING

1. COOKOFFS TO BE OPEN - Cookoffs shall be open to all persons meeting gender, registration fee, and deadline requirements. No person or persons can be pre-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 a person or persons who violates laws and/or ordinances at a cookoff.
2. NO CASH PRIZES - CASI policy prohibits the sanctioning of any cookoff giving cash prizes for chili cooking or showmanship. State Championship cookoffs may award state champions expense money to travel to the CASI Terlingua International Chili Championship cookoff. (CASI may request proof that this money was used for expenses.)
3. SITE SELECTION - Only one chili cookoff per Terlingua International Chili Championship chili year will be sanctioned at any one given location and/or by any one sponsoring group. If a group chooses to use a location previously used by another sponsoring organization, it must apply to the CASI Executive Director for written approval to use the same location. In this case, approval must be obtained prior to the cookoff date.
4. CHILI COMBINED WITH OTHER COOKOFFS - Another cookoff (e.g., beans, barbecue, gumbo, etc.) can be held in conjunction with a sanctioned cookoff provided CASI rules and procedures are followed for the chili cookoff with separate judging and turn-in for the chili-cookoff.
5. FAILURE TO COMPLY WITH CASI RULES, PROCEDURES, OR POLICIES - Any cookoff that fails to comply with CASI rules, procedures, or policies 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 Goat Gap Gazette and/or official CASI publication. 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 Tally Sheet that all CASI rules, procedures, and policies 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 flagrant violation of the rules, procedures, or policies will receive a suspension of two (2) years. That group or individual and location will not be recognized by CASI for sanctioning during the suspension period. Offenders will be published in the Goat Gap Gazette and/or official CASI publication. 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.
- c) Any person, other than the CASI-designated referee, who protests the cookoff for any infraction of the rules should submit the protest within fifteen (15) days in writing to the Executive Director accompanied by a check payable to CASI in the amount of \$20.00. This sum will be returned to the individual filing the protest if the infraction is deemed sufficient to warrant probation for the cookoff.

## VI. CASI OPEN CHAMPIONSHIPS

### A. REQUIREMENTS FOR OPEN CHAMPIONSHIPS

- 1. **CASI RULES APPLY** - Rules, procedures, and policies for sanctioning CASI cookoffs must be observed at all open championships.
- 2. **OPEN** - A State, Regional, or International Championship must be unlimited to the number of cooks that may enter.
- 3. **NUMBER OF COOKS** - At Regional and International Championships, a minimum number of twenty-five (25) cooks

must be present and cooking (one entry per individual, per cookoff). State Championships require the same number of cooks as is required for all other CASI-sanctioned cookoffs. (See Page 12, Section V.A5.) For State men's championships, the required minimum of cooks must be met by male cooks; conversely, for State women's championships, the minimum of cooks must be met by female cooks. All cooks must be eighteen (18) years of age or older as of cookoff date.

- 4. **REFEREES** - State, Regional, and International Championships must have a CASI Regional Referee, CASI Great Pepper, or CASI designated official as head judge who is 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 36).
- B. **ESTABLISHING OPEN CHAMPIONSHIPS** - New 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 a currently recognized men's/women's open championship, but where a minimum of fifteen CASI-sanctioned cookoffs were held in the prior cooking year, may apply for CASI approval. The state involved must maintain the minimum requirements of application for continuance of a state open championship. (Any state falling below the required fifteen-cookoff minimum, exclusive of the men's/women's state open championships, in a cooking year may reapply per the initial requirements regarding a state open championship.)
  - 2) **REGIONAL CHAMPIONSHIPS** - A Regional Open Championship may be applied for at the Annual CASI Great Peppers' Meeting based on the following criteria:
    - a) Region involved must encompass a minimum of three (3) states.
    - b) Region must have a minimum of one CASI-recognized Pod in two (2) of the three states involved.
    - c) Region involved must have at least one state at the twelve-point requirement level in a cooking year prior to the year of requested sanctioning.

- d) Region involved must maintain the minimum requirements of application for continuance of a Regional Open Championship. Any region falling below that minimum may reapply per the initial requirements regarding a Regional Open Championship.
  - e) Regional Open Championships will be roving championships within a defined region. The location and sponsoring group for each Regional Open Championship will be determined at the Annual CASI Great Peppers' Meeting.
  - f) Exceptions will be made for all Regional and International Open Championships to the CASI policy of one chili cookoff per year, per sponsoring group except as noted in 'g' below.
  - g) No state or Pod may be the official sponsor of more than one Regional Open Championship per cooking year.
3. INTERNATIONAL CHAMPIONSHIPS - Any new International Open Championship (one which is held outside the boundaries of the United States) may be applied for at the Annual CASI Great Peppers' Meeting. These International Championships are limited to one (1) International Open per country outside the United States.
- C. RECOGNITION OF OPEN CHAMPIONSHIP WINNERS - In all State, Regional, and International Open Championships, the top three (3) chili winners and top showmanship team will be recognized as the State, Regional, or International Open Champions. The chili champion and two runners-up and the showmanship champion will be entitled to the privileges of these titles. (See Page 18, Sections VII.E1c and E2 below.)

#### VII. THE CASI TERLINGUA INTERNATIONAL CHILI CHAMPIONSHIP

- A. CHAMPIONSHIP COOKOFF RULES - All rules and procedures for CASI-sanctioned cookoffs must be observed at the CASI TICC, with the exception that showmanship competition will be in two divisions, large teams (5 or more persons) and small teams (4 or fewer persons).
- 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.

- 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 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 (1st) place, three (3) points for second (2nd), two (2) for third (3rd), and one (1) point each for fourth (4th) through tenth (10th) places in chili.
    - a) RESIDENTS - In Open (State) Championships, first (1st) through third (3rd) place finishers residing in that state automatically will qualify to cook at the CASI TICC.
    - b) NONRESIDENTS - Any cook at a State Championship finishing in the top three (3) places, but residing outside that state, will receive points only toward the CASI TICC.
    - c) INTERNATIONAL AND REGIONAL - Recognized International and Regional Championships also qualify the first (1st) through third (3rd) place chili finishers to cook at the CASI TICC.
  - 2. AWARDING OF SHOWMANSHIP POINTS - CASI-sanctioned cookoffs will award three (3) points for the first (1st) place, two (2) points for the second (2nd) place, and one (1) point for the third (3rd) 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 champion (current 2nd and 3rd place CASI TICC finishers will be eligible for the one following CASI TICC only); 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 OR INTERNATIONAL CHAMPIONS - A current recognized Regional or International champion or first or second runners-up (recognized cookoffs currently are: Southwest Open, Northwest Open, Four Corners Regional Open, the Mexico International at Nuevo Laredo, and the Jack Tar Open); or
- d) QUALIFIED ON POINTS - Accumulate the required number of points for the state of their residence. Based on the previous chili year, state requirements will be based on the following criteria:

STATES HAVING: 1 to 5 cookoffs require 6 points  
 6 to 10 cookoffs require 9 points  
 11 or more cookoffs require 12 points

NOTE: Open, State, Regional, and International cookoffs do not apply toward total number of cookoffs requirement.

- 2. QUALIFIED SHOWMANSHIP TEAMS - To qualify to compete in showmanship at the CASI TICC requires the same number of points as to qualify in chili. All chili cookoffs, including Open, State, Regional, and International Championships, will award points on this basis. Current champions (first place only) of recognized CASI State, Regional, and International Open Championships automatically qualify in showmanship at the CASI TICC. Residency requirements for state champion are the same as for chili.
- 3. SEPARATE QUALIFICATION FOR SHOW AND CHILI - Qualification for showmanship at the CASI TICC does not also qualify one 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 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 a set criteria by a panel of judges in a blind tasting procedure. Chili cooks also can participate in showmanship, which 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 a set criteria.

### WHERE ARE CHILI COOKOFFS HELD?

Chili cookoffs are held anywhere two or more people get together to see who can cook the best 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, in parking lots or shopping centers, or anywhere people gather.

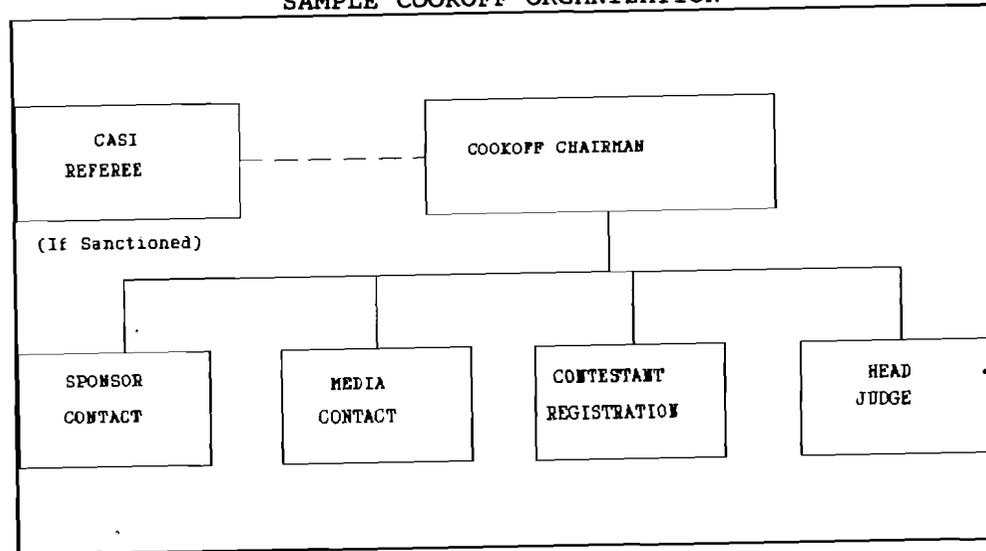
### WHO PUTS ON THESE COOKOFFS?

Chili cookoffs usually are sponsored by some organization(s) and are most often conducted for the benefit of some charitable cause. They can be sanctioned (e.g., by CASI -- the Chili Appreciation Society International, Inc.) or unsanctioned. Local chili organizations (called Pods) can help 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 other 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

This person is ultimately responsible for the cookoff, takes up the slack where needed to make the cookoff successful, and serves as the cookoff manager and coordinates all activities relating to the 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

This person is responsible for obtaining sponsors and co-sponsors to reduce the risk (cost) of the cookoff. The Sponsor Contact:

1. Contacts and arranges for major cookoff sponsor (e.g., distributors of beer, manufacturers of food products, sporting goods stores, meat companies, or any other natural 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. See Head Judge, etc.
3. Solicits involvement in the cookoff activities from sponsors (e.g., chili teams made up of employees, use executives as celebrity judges, etc.). Usually the more personally involved a sponsor is, the better sponsor support you'll receive.

### MEDIA CONTACT

This person 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 area to develop effective print, radio, and TV ads to promote cookoff.
3. Works with local chili organization(s) to promote 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/space.

### CONTESTANT REGISTRATION

This person is responsible for insuring that potential cookoff participants receive adequate information and that contestants at the cookoff are treated like VIPs. The person is charged with Contestant Registration:

1. Is available prior to the cookoff to answer cookoff telephone and written inquiries. Needs to be able to convert inquiries into participants.
2. Develops and processes registration forms and receives registrations prior to and on the day of the cookoff.
3. Assembles and distributes "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. GOAL: To make the cook feel that this is the best cookoff the cooks have ever attended. (Hopefully, they will come back and bring a friend next year!)

#### HEAD JUDGE

This person is responsible for a fair and impartial judging of chili and/or showmanship at the cookoff. (Can be one person, but works best with two: one head chili and one head show judge. For separate duties, see Part C, Page 29.) The Head Judge:

1. Prepares chili judging cups in accordance with CASI judging procedures.
2. Obtains necessary supplies for conducting the judging procedure.
3. Is available along with the CASI referee to answer questions and provide copies of CASI chili and showmanship rules and procedures.
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 procedure to insure proper number of judging levels, handling of ties (preliminary and final), if any, and enforces all other CASI rules and procedures.
8. Records winners' names for publication and Tally Sheet.

CASI REFEREE (if seeking CASI sanctioning). The CASI Referee:

1. Observes cookoff and ensures CASI rules and procedures are followed.
2. Available at cookoff to interpret CASI rules, procedures, and policies.
3. Signs and mails Tally Sheet, entry list, and fees to CASI.

#### GETTING STARTED

1. Select a cookoff location and date at least sixty to ninety days in advance. A check of "Upcomings" in the Goat Gap Gazette can help avoid conflicts with other cookoffs in your area. (Be sure to avoid Open, State, or Regional cookoff dates.)
2. Determine recipient of funds to be raised from cookoff.
3. Determine sponsors/co-sponsors for event.
4. Contact local fire and health departments or other agencies in your area who must approve such an event.
5. Develop cookoff name, logo, posters, flyers, banners, signs, etc. to be used.
6. Outline general schedule of cookoff events (see Sample Schedule following) and line up entertainment, master of ceremonies, etc. and equipment needed (port-a-potties, stage, barriers, trash removal, etc.).
7. Order t-shirts and/or make chili and showmanship trophies, badges, ribbons, etc. 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. At least thirty days before entry deadline for the event, the cookoff must be publicized in the Goat Gap Gazette, official CASI publication, and/or significantly publicized in another acceptable media. The Goat Gap Gazette's deadline for publication is 10:00 AM (CST) the 15th of the month prior to month of publication (e.g., 15 May receipt = June publication).

10. For the last week or two before 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/location (stage, PA system, judging tables/chairs, etc.)
12. At least one week before the cookoff, finalize the cookoff schedule of events and print copies for cookoff workers.
13. A couple of days before the cookoff, gather together items on the cookoff supplies checklist that follows.
14. Assemble "goodie bags" for cooks and judging cups to be used for the chili cookoff.
15. If assigning spaces to cooking teams, this must be done at least the night before since cooking teams may begin arriving at the site early.

NOTE: Before you get started with this, you may want to contact your local chili Pod or CASI (915) 772-2379 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 cookoff 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.

8-10:00 AM - Open Cooks' Registration.

Rope off judging area, set up tables/chairs, PA system, etc.

Provide head judge with the lists of entered showmanship/chili teams.

10:00 am - Head Cooks' Meeting.

Go over cooking and health rules, judging criteria, schedule of events (especially turn-in time), etc. and pass out "goodie bags". Hand out judging cups and have head cooks sign for their tickets.

Immediately after Head Cooks' Meeting, conduct Showmanship Participants' Meeting. Go over the showmanship rules and judging criteria.

11:00 AM - Conduct showmanship judges' meeting. Distribute judging sheets and the list of competitors, go over judging criteria, etc.

11:30 AM - Showmanship competition begins.

1:00 PM - Conduct chili judges' meeting. Remind them not to sample any chilis before the official judging. Generally go over judging criteria and procedures and time to report to judging area.

1:30 PM - Showmanship competition ends.

2:00 PM - CHILI TURN-IN. Official judging begins immediately.

2:00- 3:30 PM - Good time for entertainment (band, fiddlers contest, etc.).  
Begin chili games or other entertainment.

4:00 PM - Announce showmanship winners then chili winners in reverse order (10th, 9th, 8th, ... 3rd, 2nd, 1st).  
Announce winners within 30 minutes after end of judging.

## COOKOFF SUPPLIES CHECKLIST

- \_\_\_ Registration forms or pencil and pad for same
- \_\_\_ Cooks "goodie" bags (including giveaways inside)
- \_\_\_ Ball point pen(s) for cook's signature
- \_\_\_ Restricted judging area of adequate size
- \_\_\_ Rope or 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: 12 to 20 ounce (make up extras)
  - \_\_\_ close fitting lids for cups
  - \_\_\_ coin envelopes
  - \_\_\_ two-part (matching) numbers
  - \_\_\_ 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)
- \_\_\_ Official CASI forms
  - \_\_\_ chili judging sheets
  - \_\_\_ showmanship judging sheets
  - \_\_\_ Tally Sheet
- \_\_\_ Pencils for judges (# judges x # tables)
- \_\_\_ Plastic tasting spoons (# cooks x # judges per table x # rounds + 10%)
- \_\_\_ Napkins
- \_\_\_ Eats and drinks (bite-size for judges to clean palates)
  - \_\_\_ crackers
  - \_\_\_ beer
  - \_\_\_ cheese
  - \_\_\_ soft drinks (including diet drinks)
  - \_\_\_ celery
  - \_\_\_ paper plates (for above)
- \_\_\_ "Rodeo type" (8 1/2" X 11") numbers for show teams
- \_\_\_ 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

### PLUS YOU NEED THE FOLLOWING PERSONS:

- \_\_\_ CASI referee present (for sanctioning)
- \_\_\_ Reliable table monitors (1 for each judging table)
- \_\_\_ Preliminary and semi-final judges (with table assignments)
- \_\_\_ Final chili judges
- \_\_\_ Showmanship judges
- \_\_\_ Individual to perform tally of judging sheets
- \_\_\_ Individual to record winners names/addresses

## A. 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 chair(s) -- for cooking and sitting. Usually you will have a 10' x 10' cooking/show space.
5. If competing in showmanship, also bring props, costumes and other gear.

JUDGING CRITERIA - Competition chili is blind judged on the following five criteria:

1. AROMA - Chili should smell appetizing.
2. CONSISTENCY - Chili should be a smooth combination of meat and gravy.
3. RED COLOR - Chili should look appetizing.
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 manner as possible.
  - 1) You must be willing to taste your own chili.
  - 2) Cooking conditions are subject to inspection.
- e) be prepared in open (no motorhomes, closed tents, etc.)

- 3. Cooks must sign number slips 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 number. (A matching number must be presented to claim a winning chili.)
- 4. Each head cook must bring this judging cup (3/4 full or filled to designated level) to a designated place at a set judging time.

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

#### B. 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. Showmanship teams must enter the chili cookoff competition but chili teams do not have to compete in showmanship.
- 2. Sign(s) identifying your chili team name.
- 3. Chili booth, decorations, props, costumes, battery-powered amplifier, musical instruments, giveaways, and any other equipment or gear to be used in your show.

JUDGING CRITERIA - Showmanship like chili should 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 - Show booth should promote the show theme.
- 4. ACTION - Show should be action-oriented.
- 5. AUDIENCE APPEAL - Show should be entertaining to 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 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 show.
- 5. Cannot use firearms, explosives, or pyrotechnics in their show.
- 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 site and while traveling around the cookoff during the judging period.
- 8. Must display "rodeo style" number in highly visible location.

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

#### C. GUIDELINES FOR COOKOFF OFFICIALS

- 1. HEAD JUDGE DUTIES AND RESPONSIBILITIES - The head judge may be the head chili judge and/or the head showmanship judge, but must be a chilihead or other individual with knowledge of CASI rules, regulations, and procedures. The head judge also may or may not 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. All contestants and cookoff workers should know who the head judge is at a particular cookoff.

a) HEAD JUDGE DUTIES (must do):

- 1) Oversee chili and showmanship judging to insure a fair and unbiased judging based on CASI rules and procedures.
- 2) Provide the complete CASI Official Tally Sheet to the CASI official for signature and mailing.

b) HEAD CHILI JUDGE RESPONSIBILITIES

- 1) Insure a fair and unbiased judging based on CASI rules and procedures.
- 2) Obtain all chili judges. (Five (5) to six (6) are recommended for preliminary and semi-final tables -- eight (8) or more for final.)
- 3) Obtain personnel for turn-in, table monitors, and tallying.
- 4) Determine chili turn-in location and judging table arrangement.
- 5) Provide all items necessary for table set-up (tables, chairs, judging sheets, pencils, markers, spoons, eats and drinks, etc.)
- 6) Insure security all chilis, judging area, and top ten chili judging cups until secret number is removed and announced.
- 7) Determine number of judging levels to be used in judging procedure.
- 8) Determine number of chilis to be distributed to each table at each level of judging (approximately fifteen in preliminary/semifinal rounds and fourteen to twenty on final table).
- 9) Provide for tabulation of chili judging sheets (scores).
- 10) Provide for tie breaking in top ten chilis on final table, either by pulling judging sheets or by tie breaker round.

- 11) Determine identity of designated CASI official for cookoff and coordinate with this official on any question(s) regarding CASI chili cooking rules and chili judging procedures.

- 12) Provide top ten chili judging cups to awards emcee for announcement.

NOTE: Decision of head chili judge is final except under protest to CASI.

c) HEAD SHOWMANSHIP JUDGE RESPONSIBILITIES (See that it is done):

- 1) Insure a fair and unbiased judging of showmanship based on CASI rules and procedures.
- 2) Obtain showmanship judges (five or more are recommended).
- 3) Provide judging sheets and instruct show judges on judging procedures and criteria.
- 4) Provide for tabulation of showmanship judging (scores).
- 5) Provide showmanship results to awards emcee for announcement.
- 6) Determine identity of designated CASI official for cookoff and coordinate with this official on any question(s) regarding CASI showmanship rules and showmanship judging procedures.

NOTE: Decision of head show judge is final except under protest to CASI.

d) 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:

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

"The head judges(s) is/are \_\_\_\_\_."

"The CASI Referee for the cookoff is \_\_\_\_\_."

- II. Chili Rules - READ Page 1, "Chili Cooking Rules".

- III. Judging Criteria - "Competition chili is blind judged based on the following five criteria:

Aroma  
Consistency  
Red Color  
Taste  
Aftertaste"

- IV. Judging Cups - "Pick your judging cups up at \_\_\_\_\_."

"When you pick up your cup, you are required to sign the back of the ticket in front of the committee person. The number on the ticket corresponds to the number in the envelope 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 or remove the envelope taped to the cup. Do not mark the inside or outside of the cup or place identifying objects (e.g., floating jalapenos, 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 the committee person as soon as it happens -- do not wait until turn-in."

- V. Turn-in - "Bring your chili cup at (time) to (location)."

"Do not delay turning in your chili. No cups will be accepted once the judging begins."

- VI. Showmanship - "Showmanship will run from \_\_\_\_\_ to \_\_\_\_\_."

"Teams competing for showmanship meet (location) after picking up your judging cups."

- VII. Questions - "Are there any questions?" (answer)

"You may begin picking up your cups by \_\_\_\_\_."

"Good luck!"

-----

(After show team head cooks have picked up their cups)

- VIII. Showmanship - READ Pages 8 and 9, "Showmanship Rules".

"Showmanship will run from \_\_\_\_\_ to \_\_\_\_\_."

"Are there any questions?" (answer)

"Good luck!"

MAY CHILIGULA SMILE UPON YOU!

\* \* \* \* \*

2. TABLE MONITOR DUTIES

- a) PRIOR TO JUDGING - Make sure that:

- 1) All judges listed on your table are seated.
- 2) There is a judging sheet and pencil for each judge.
- 3) Sufficient spoons, napkins, and palate cleaners (eats/drinks) are available on your table.
- 4) A box/receptacle for discarding spoons is available for judges.

- b) INSTRUCTING THE JUDGES:

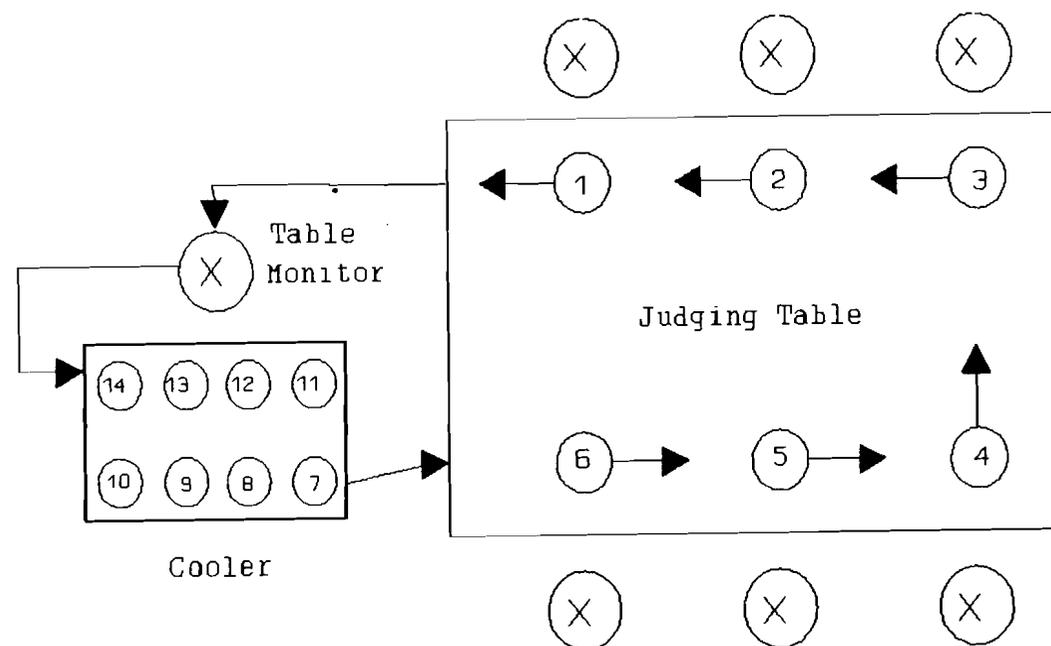
- 1) Table talk is okay, but discussion of chili will not be permitted during the judging. Questions concerning chili or judging will be referred to the

table monitor. The table monitor will refer any questions regarding disqualification of a chili to the head judge for final decision.

- 2) No smoking is permitted at this table during the judging process.
  - 3) Score each chili on its own merits, from 0 to 10, 10 being the highest. One score takes into consideration all criteria for judging chili. The criteria are: aroma, consistency, red color, taste, and aftertaste.
  - 4) You must score each chili, but you do not have to taste each one.
  - 5) You cannot retaste a chili after it has passed on to the next judge.
  - 6) You must use one spoon per taste, then discard the used spoon.
  - 7) Take as much time as you need to judge each chili. Clear your palate between chilis and try and keep the lid on the cup as much as is possible.
  - 8) When entering your score on the judging sheet, make sure the number on the cup corresponds to your entry.
  - 9) Please sign and fold your judging sheet (right to left).
- 2) **STARTING THE JUDGING** (some cookoffs will do Step 1 separately):
- 1) 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.
  - 2) Inspect each cup for marks, floating objects, etc. and place cups on the table in the following sequence:

(NOTE: Any questions regarding the disqualification of any chili should be referred to the head chili judge.)

Set initial cups in the following sequence:



- 3) Judges will rotate cups to their right. The cup coming off the table (1, 2, ..., etc.) will be placed back in the cooler. The next cup numerically (7, 8, ..., etc.) 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.

d) **COMPLETING THE JUDGING:**

- 1) When all chilis have been judged, collect the judging sheet from each judge at the table.
- 2) Before releasing the judges, be sure that each judging sheet is complete, readable, and correctly scored.
- 3) If for any reason a judge is thought not to be qualified for judging, that sheet should be held

and referred to the head chili judge for a final decision.

- 4) Judging sheets will be provided to the head chili judge for tally.
- 5) Once tallied, and the chilis to be advanced to the next stage are determined, non-advancing cups should be pulled from the cooler, and marked with a large, highly visible "X" on the outside of the cup.
- 6) Cups advancing to another level of judging should be provided to the head chili judge after the table monitor has thoroughly marked out the preliminary table and number designation.

### 3. CASI COOKOFF REFEREE DUTIES

CASI REFEREE - The CASI cookoff referee required to be on site can be either a CASI Regional Referee, CASI Area Referee, CASI Great Pepper, CASI Official, or authorized representative of one of the above.

DUTIES OF THE CASI COOKOFF REFEREE ARE TO:

- a) Observe the cookoff to see that CASI chili and showmanship rules and judging procedures are followed.
- b) Interpret CASI rules, procedures, and policies at the cookoff.
- c) Report to CASI (in writing) any and all infractions in CASI rules or procedures.
- d) Sign Official CASI Tally Sheet after winners are determined.
- e) Mail Tally Sheet, entry list, and fees to CASI after cookoff.
- f) Make sure that CASI policies (requirements) for a sanctioned cookoff are followed for cookoffs seeking CASI sanctioning.
- g) Act as an official CASI representative by providing information and promoting CASI.

- h) The referee's role is one of consultant at the cookoff. The referee is permitted to voluntarily assume other roles in the cookoff (e.g., head judge, etc.) providing those duties do not interfere or conflict with the duties as official CASI referee.

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

C.A.S.I.



C.A.S.I. - CHILI APPRECIATION SOCIETY INTERNATIONAL, INC.  
P. O. Box 1561, Pasadena, Texas 77501

**OFFICIAL FORMS**

**INSTRUCTIONS**

1. Make copies as needed of the full-size forms.
2. You will need sufficient chili judging sheets so each judge will have one. Make extra copies for tallying, etc. Have plenty.
3. Make copies of Showmanship Judging Sheet. Use Continuation Sheet if you anticipate a large number of show teams.
4. Make copies of Entrants List. These make it easier to keep up with your contestants. A copy of the completed Entrants List goes to C.A.S.I.
5. Two copies of the Tally Sheet go to C.A.S.I. with your sanctioning request package.

**IX. OFFICIAL CASI FORMS**







## X. INDEX

This index lists each topic by page number and paragraph. For example: "Damaged Cup" . . . 3(A4)" can be found on Page 3, Section A, Paragraph 4.

<p>ADDRESS</p> <p>CASI 11(A1), 12(6a)</p> <p>Goat Gap Gazette 11(A1)</p> <p>Headcooks' 12(6a1-2)</p> <p>ADVERTISING 11(A2), 15(B)</p> <p>ANNUAL GP MEETING 15(B)</p> <p>BARBECUE 13(B4)</p> <p>BEANS 1(B2), 13(B4)</p> <p>CASH PRIZES 13(B2)</p> <p>CASI 10(A1), 19, 24</p> <p>CASI Referee 11(A4), 36</p> <p>CASI TICC 16</p> <p>CHECKLIST 26</p> <p>CHILI</p> <p>Criteria 4(D)</p> <p>Fillers 1(B2)</p> <p>From scratch 1(B1)</p> <p>Guidelines 27</p> <p>Year 17(VII.C)</p> <p>COIN ENVELOPES 2(Alb)</p> <p>COMPETITION CHILI 27</p> <p>COOKOFF</p> <p>Chili 19</p> <p>Getting started 23</p> <p>Guidelines 19</p> <p>Media 21</p> <p>Organization 20</p> <p>Registration 21</p> <p>Schedule 24</p> <p>Sponsor 20</p> <p>COOKS</p> <p>Age 12(5b), 15(A3)</p> <p>Number required 12(5)</p> <p>Signature 1(D), 3(A2,4,5)</p> <p>CRITERIA</p> <p>Chili 4(D)</p> <p>Showmanship 9(B)</p> <p>CUPS (Judging)</p> <p>Checking 5(E4)</p> <p>Checking in 5(E3)</p> <p>Damaged 3(A4)</p> <p>Distribution 3(A2)</p> <p>Filling 2(F)</p>	<p>CUPS (continued)</p> <p>Lost 3(A5)</p> <p>Numbering 5(E7)</p> <p>Preparation 2(A1)</p> <p>Renumbering 6(E8)</p> <p>Selecting 5(E6)</p> <p>Size 2(A)</p> <p>Tampering 3(A3)</p> <p>DAMAGED CUP 3(A4)</p> <p>DISQUALIFICATION</p> <p>Chili 1(B3b), 1(E), 2(H)</p> <p>Showmanship 8(B4), 9(B5), 9(C)</p> <p>DOCUMENTATION 11(A2a)</p> <p>ENTRY LIST 12(A62)</p> <p>ENTRY REQUIREMENTS</p> <p>Chili 1(C), 12(A5a)</p> <p>Showmanship 8(A)</p> <p>Exceptions 15(B1), 15(B2c), 16(b2e)</p> <p>FEES 11(A2a), 12(A6)</p> <p>FILLERS 1(B2)</p> <p>FIREARMS 9(B5)</p> <p>FLAGRANT VIOLATION 14(B5b)</p> <p>FORMS Appended</p> <p>GOAT GAP GAZETTE 11(A1), 11(A2)</p> <p>HEAD COOK 1(C,D)</p> <p>HEAD COOKS' MEETING 31</p> <p>HEAD JUDGE</p> <p>Chili 30</p> <p>Duties 22, 30</p> <p>Showmanship 31</p> <p>IDENTIFICATION (Show) 10(E)</p> <p>INTERFERENCE (Show) 8(B3)</p> <p>JUDGES</p> <p>Anonymity 9(A2)</p> <p>Final 3(B3)</p> <p>Preliminary 3(B1)</p> <p>Qualifications 3(B), 9(A)</p> <p>Selection 3(B), 9(A)</p> <p>Semi-final 3(B2)</p> <p>Showmanship 9(A)</p>	<p>JUDGING AREA 8(B1), 10(D)</p> <p>JUDGING CRITERIA</p> <p>Chili 4(D)</p> <p>Showmanship 9(B)</p> <p>JUDGING CUPS</p> <p>See "Cups" above</p> <p>JUDGING LEVELS</p> <p>Final 4(C3)</p> <p>Preliminary 4(C1)</p> <p>Semi-final 4(C2)</p> <p>JUDGING NUMBER 5(E7), 6(E8)</p> <p>JUDGING SHEETS</p> <p>Checking 6(E10)</p> <p>Chili 4(E1)</p> <p>CASI 4(E1), 9(B2)</p> <p>Showmanship 9(B2)</p> <p>Tabulating 6(F)</p> <p>LEWDNESS 8(B2)</p> <p>LOST CUP/NUMBER 3(A5)</p> <p>MARKING</p> <p>Cups 5(E7), 6(E8)</p> <p>Winners 7(F2)</p> <p>MINOR VIOLATION 13(B5a)</p> <p>NO SMOKING 5(E5)</p> <p>NONRESIDENT 17(D1b)</p> <p>NUDITY 8(B2)</p> <p>NUMBERS</p> <p>Judging 5(E7), 6(E8)</p> <p>Secret 1(D), 5(E7)</p> <p>NUMBER OF CHILIS</p> <p>Per table 4(C), 4(C1-4)</p> <p>Off preliminary 4(C1)</p> <p>Off semi-final 4(C2)</p> <p>On final 4(C3)</p> <p>OPEN CHAMPIONSHIPS</p> <p>Criteria 14</p> <p>Current 16(C)</p> <p>International 16(B3)</p> <p>Regional 15(B2)</p> <p>State 15(B1)</p> <p>OTHER COOKOFFS 13(B4)</p> <p>PAPERWORK 12(A6)</p> <p>PENALTIES</p> <p>Chili 2(H)</p> <p>Cookoff 13(5)</p> <p>Showmanship 9(C)</p> <p>Winners 1(D), 3(A5)</p> <p>POINTS</p> <p>Chili 17(D1)</p> <p>Showmanship 17(D2)</p>	<p>POLICIES</p> <p>Sanctioning 10</p> <p>Championships 14</p> <p>Terlingua 16(A)</p> <p>PROCEDURES</p> <p>Chili judging 2</p> <p>Show judging 9</p> <p>PUBLICITY 11(A2), 15(B)</p> <p>PYROTECHNICS 9(B5)</p> <p>QUALIFIED CONTESTANTS</p> <p>Automatic 17(E1a-c)</p> <p>Chili 17(E)</p> <p>Separate 18(E3)</p> <p>Showmanship 17(E)</p> <p>State requirements 18(E1d)</p> <p>REFEREE</p> <p>As consultant 12(A4b)</p> <p>CASI 36</p> <p>Duties 36</p> <p>On site 11(A4)</p> <p>Signature 11(A4a)</p> <p>REGIONAL CHAMPIONSHIPS</p> <p>Application for 16(b2e)</p> <p>Criteria 15(B2)</p> <p>Current 18(E1c)</p> <p>Publicity 11(A2)</p> <p>RESTRICTIONS 11(A2b)</p> <p>RETASTING CHILI 6(E9b)</p> <p>RULES</p> <p>Chili cooking 1</p> <p>Showmanship 8</p> <p>SANITATION</p> <p>Chili 1(B3)</p> <p>Judging 6(E9a)</p> <p>SCHEDULE, Sample 24</p> <p>SCORING</p> <p>Chili 4(D)</p> <p>Showmanship 9(B)</p> <p>SECRET NUMBER 1(D)</p> <p>SEVERE WEATHER 10(C)</p> <p>SHOWMANSHIP</p> <p>Amplification 8(B4)</p> <p>Area 8(B1), 10(D)</p> <p>Criteria 9(B)</p> <p>Guidelines 28</p> <p>Interference 8(B3)</p> <p>Name 8(A2)</p> <p>Period 10(C)</p> <p>Pyrotechnics 9(B5)</p> <p>Severe weather 10(C)</p>
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SHOWMANSHIP (continued)

Standards	8(B2)
SITE SELECTION	13(B3)
STATE CRITERIA	17(D1)
STATE RESIDENCE	17(D1a)
STATE REQUIREMENTS	18(E1d)
SUPPLIES CHECKLIST	26
TABLE MONITORS	5(E4), 33
TABULATING RESULTS	6(F)
TALLY SHEET	11(A4a), 12(A6)
TERLINGUA CHAMPIONSHIP	
Chili year	17(VII.C)
Date	16(VII.B)
Points	17(D)
Rules	16(VII.A)
Site	16(VII.B)
THIRTY (30) DAY LIMIT	12(A6b)
TICC (CASI)	16
TIES	4(C4), 6(F1)
TURN-IN TIME	5(E2)
VIOLATION	
Flagrant	14(B5b)
Minor	13(B5a)
WAIVERS	15(B)
WINNERS	1(D), 7(G), 16(VI.C)
YEAR (chili)	17(VII.C)

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