



## Steps to Holding Your Local Competition

**Sign your fair up by June 15, 2023.** Fill in the *Local Contest Sign-up Form* and send it to the VA Egg Council. Your fair will be placed on the State Fair of Virginia and the Virginia Egg Council's websites with your contest date. Go to [www.virginiaeggcouncil.org](http://www.virginiaeggcouncil.org) under events for all the information you need for this contest.

**Promote your contest:** Download the *News Release* and the *Contest Flyer*. Fill them in with your local fair name, date, etc. and send them to women's clubs, extension offices, church groups, supermarkets, local radio stations, your local newspaper food writer, etc. Bring the flyer to local kitchen stores and hang on bulletin boards in grocery stores.

**Arrange for judges:** Then, duplicate *Judges Evaluation Form* (which can be modified). Order 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place ribbons, if you plan to present ribbons.

**On Contest Day:** Have duplicate *Participant Release Forms* and pencils ready. Set up tables to receive entries. Contestants fill out forms - staple these to the backs of recipes and place under entries before judging.

**Hold competition:** Keep food safety in mind. Items that need to be kept cold should be held in coolers until judging and held at room temperature for no longer than two hours. Present ribbons. Collect recipes/mark winners. Display winning recipes, if desired.

**After the competition:** Immediately, fill out the *Winners' Information Form* and send it along with *all* the recipes to the VA Egg Council. We will send prizes and Contest Finals information to your winners and will take it from there with getting those attending the finals their credentials, directions, tips, etc. If any local newspapers print anything send that along to us...we'd love to see anything about the contest!

**Many Thanks for handling this at your end.** And giving those in your area a chance to shine with their dessert bar recipes.

**Contact:** Mary Rapoport, Virginia Egg Council ~ 540 556 9958 ~ [eggsrgr8@rev.net](mailto:eggsrgr8@rev.net) or <https://virginiaeggcouncil.org/events.cfm>