



2023 Application and Agreement for Sanctioning of Small Events

Applicants Information

Organization Name: _____
Contact Person: _____
Contact Persons Title/Position: _____
Street Address: _____
City/State or Province/Zip or Postal Code _____
Contact Phone: _____
Email Address(es): _____
Alternate Contact: _____
Alternate Contact Email Address(es): _____

Event Details

Sanctioning Method: Small Event
Name of BBQ Event: _____
<u>Type of Competition:</u>
One-day competition – Maximum of 2 categories allowed
List food categories requested (recommended ideas: chicken, ribs, tri-tip, steak, pork loin, sausage)

Event Details (cont.)

Location of Event (address): _____

Is this Part of a Bigger Event? *(Please circle)* YES NO

Name of Larger Event: _____

Does a charity benefit from this event? *(Please circle)* YES NO

Name of Charity: _____

Target Number of Teams: _____

Given that teams require a minimum 20' x 20' space or that your venue has other limitations;

What is the maximum limit to the number of Teams: _____

Total Prize Money: _____

Must be guaranteed 70 days before event

If total prize money is guaranteed currently initial here _____

Requested Event Date(s):

a) First Choice: _____

b) Second Choice: _____

Additional Event Information (e.g. special considerations/requests):

Ancillary Event

Are there additional events you would like to add that the PNWBA can help with? (These may have additional costs and requirements. *please circle your selection(s)*):

Cooking Class

Cooking demonstration(s)

Judging Class

Sampling (please discuss plans with event representative as soon as possible)

By completing and signing this sanctioning agreement with the Pacific Northwest Barbecue Association (hereinafter the "PNWBA"), _____ (hereinafter the "Venue"), agrees to the following:

1. The Venue agrees to pay the **application fee of \$100.00** upon submission of this application. This is refundable if the event is not sanctioned. This fee is non-refundable after the event is sanctioned. Sig _____

2. The Venue has read, understands, and agrees to the terms and conditions as outlined in this Agreement, and per the requirements and expectations for both parties contained in the Sanctioning Information Document. Sig _____

3. The Venue agrees to meet all timing requirements leading up to the event, specifically

70 days prior to the contest date, the Venue shall provide the PNWBA with a written guarantee of sponsorship (prize money), to cover the award payout as covered in the information document.

2 weeks prior to the event, the Venue agrees to pay to the PNWBA all prize monies as published/advertised for distribution at the event; or the venue will provide written confirmation that you will pay directly to competitors on the day of the event.

No later than 30 days after the event, the Venue agrees to pay all balances due to the PNWBA. The preference is for payment in full by the end of the event. Sig _____

4. The venue, unless otherwise agreed upon in writing, agrees to provide all amenities needed for the contest specified in the Sanctioning Information Document, including but not limited to:

Amenities - water, garbage disposal, ash disposal, grease disposal, grey water disposal, access to restrooms, and parking for contest participants, judges, and volunteers. Access to power is strongly encouraged (some teams will not attend if there is not power available).

Judging and Meeting Area – an event with 12 teams needs a minimum of 20' x 20' sheltered space (covered tent or inside) with power, tables, chairs, lighting, restroom access, etc. For an event of 24 -30 teams, a minimum of 30' x 40' or larger is needed and additional space would be needed as teams are added to the event. Tables and chairs the numbers of which depend on the number of judges which depends on the number of teams. This should be arranged with the Head Judge. This space should be located away from a loud stage or music and should not be situated too close to BBQ smokers.

Team Space – When planning contest layout, you should provide at least 20' x 20' per team. Some trailer pits may require larger spaces so having some additional larger spots or space for RVs is recommended.

Information booth space – a minimum of 10' x 10' for the PNWBA to set up an information booth, where we can provide contest information, General BBQ information and sell PNWBA promotional materials.

Insurance The venue will provide a Certificate of Insurance naming Pacific Northwest BBQ Association 14 days prior to the event to the PNWBA. Sig _____

5. The Venue agrees to follow and abide by all current PNWBA rules and regulations for the event and must follow the instructions of the Head Judge assigned to the competition. Violation of this provision is grounds for immediate revocation of the PNWBA sanctioning. Sig _____

6. Once sanctioning has been approved, the Venue agrees to authorize the PNWBA to use its name and logo to also advertise the event on our website, newsletters and other advertising (please provide a camera-ready copy as soon as possible). The Venue agrees to use the official PNWBA logo on all contest materials, including but not limited to: promotional items, advertisements, banners, signage, website, electronic communications, T-shirts and all other contest materials.

Sig _____

7. The PNWBA will provide qualified Head Judge(s) to the Venue. The Venue agrees that the Head Judge shall be in charge of and responsible for the entire Competition and Judging Process at the event. The Head Judge is the final authority for any rule or procedure decisions on-site.

8. It is understood by both parties that this agreement does not create a partnership. The venue may not bind or conduct business on behalf of the PNWBA. The PNWBA agrees to provide a set of rules and regulations for the contest, materials for the contest and officials to conduct the judging of the event. The venue is responsible for all other issues concerning the event unless otherwise agreed upon in writing.

9. The PNWBA does not guarantee any profitability of the contest by agreeing to sanction the event. It also does not guarantee the number of cooks/teams that will register for the event.

10. It is understood that any violation of this agreement will, at the sole discretion of the PNWBA, cause this agreement to be null and void. In the event that the PNWBA withdraws its sanctioning of the contest due to a violation of the Agreement, all monies and fees previously sent to the PNWBA will be forfeited.

11. Settlement of any disputes will be governed under the laws of the State of Washington.

Authorized Representative of the Venue

Signature: _____

Print Name: _____

Date Signed: _____

PNWBA Sanctioning Approval

Signature: _____

Print Name: _____

Date Signed: _____

Enclose a check for \$100 application fee – payable to “Pacific Northwest BBQ Association” – with this completed form and mail to: PNWBA c/o Lance Rasmussen-Treasurer , 4815 California Ave SW #210, Seattle, WA 98116

Online payment accepted at <https://pnwba.com/Sys/Store/Products/27642> include the name of the event in the notes area.

For other forms of payment contact our treasurer at treasurer@pnwba.com

If possible, please email copy of application to events@pnwba.com