

2013 CATERING AWARDSCALL FOR ENTRIES!

NSW/ACT	☐ ACT ☐ Blue Mountains/Central ☐ South Coast ☐ Southern NSW			☐ Hunter	☐ North	ern/New England
QLD	☐ Brisbane/Darling Downs ☐ Far	North QLD	☐ Gold Coast	☐ Nortl	n QLD	☐ Sunshine Coas
VIC	☐ Metropolitan ☐ Regional					
WA	☐ Metropolitan ☐ Regional					
	ber of Restaurant & Catering Member of Restaurant & Catering	ber Number _				
Please fill in the	PDF electronically or write clearly as this in					
Establishment 1	Name					
Contact Name	·		Mobile			
Kitchen Addres	SS					
Suburb			State		Postcode _	
Postal Address						
Suburb			State		Postcode _	
Company Num	nber		_ Fax			
Email						
Date business	commenced (include month and year)					
PAYMENT DE	TAILS No	ote: Payment mi	ust be received at	time of entry		
☐ Cheques pa	ayable to: Restaurant & Catering - please	e find enclosed	cheque for \$			OR
☐ Debit my c	redit card for \$		—VISA M	asterCard	Amex	Diners
Card Number_			Expir	y Date		
Card Name			Signa	ture		
SIGNATURE						
_	w to confirm that you would like to enter the llence and that you understand and agree				ering HOST	PLUS
Name			Date			
Signature						
Nominated Awa	ard Category(s):					



2013 CATERING AWARDS ENTRY FORM CALL FOR ENTRIES!

Not sure which category to select?

Contact the Restaurant & Catering Events Department on 1300 722 878

CATERING CATEGORY CHOICE AND DEFINITIONS	PLEASE
• Caterers can enter a maximum of two (2) categories only. Please place a tick in the appropriate category choice(s).	TICK
I. BOARDROOM CATERER Caterers providing food service onsite at in-house boardroom facilities during a specified boardroom function (cocktail parties not permitted).	1
2. CORPORATE CATERER* Caterers based in a commercial kitchen(s) or at corporate sites providing a range of services exclusively to the corporate sector – breakfasts, uncheons, cocktail parties, product launches and seminars. May include off-site functions with the specification of the corporate sector.	
3. EVENTS CATERER* Caterers involved in catering and co-ordination of an event covering the social, corporate, public and government sectors. This includes party functions, incentive events, major public one-off events, charity events, entertainment, sporting events, product launches, themed and media events. Weddings are not permitted to be judged in this category. Event must be a single site function. (Note: Category maybe split into Caterer at a Major Event and Caterer at an Event - this will be determined by the number of entries received for each category).	
3a. Caterer at a Major Event Caterers involved in catering and co-ordination of an event held at a place which is not commonly used as a function venue, for more than 500 people covering the social, corporate, public and/or government sectors and must be a single site. This includes incentive events, major public one-off events, charity events, entertainment, sporting events, product launches, themed and media events. Caterers may enter either Caterer at a Major Event or Caterer at an Event - but not both. Event must be a single site function.	
3b. Caterer at an Event Caterers involved in catering and co-ordination of an event for less than 500 people covering the social, corporate, public and government sectors. This includes party functions, incentive events, major public one-off events, charity events, entertainment, sporting events, product launches, themed and media events. Caterers may enter either Caterer at a Major Event or Caterer at an Event - but not both. Event must be a single site function.	
4. FUNCTION / CONVENTION CENTRE CATERER* Caterers primarily providing catering and function facilities to customers for a variety of events including family celebrations, conferences and corporate events undertaken at a purpose-built function or convention centre, (owned or leased exclusively by the caterer) or hotel. Catering services are to be provided either on the premises or on the surrounds of the premises. (Such as golf clubs, sailing clubs, regatta centres and Hotels/Resorts). 5. INDUSTRIAL / INSTITUTIONAL CATERER* Caterers with single or multiple sites (contracted or self-managed) providing services for institutions including hospitals, aged care, prisons	
And the educational sector. Entry is permitted for one site only. 6. NEW CATERER* Caterers which have been operational for a period not greater than 12 months and opened since the close of entries of the previous Awards for Excellence in the region. A new company, new operator/owner at existing premises qualifies for this category. New Caterers	
do not qualify for Caterer of the Year. (Note:This is the only category that a New Caterer can enter).	ı
7. SITE-CONTRACT CATERER* Caterers contracted to provide services at single or multiple industrial sites such as canteens and cafeterias. The contract must state the caterer as the sole provider of services for the site. Entry is for one site only.	
8. SMALL CATERER* A caterer which qualifies for any of the catering categories with a turnover of less than \$2 million and fewer than 11 permanent full time staff.	
9. VENUE CATERER* Caterers with preferred agreements or contracts to provide catering services at venues such as museums, galleries, and performing arts complexes or sports grounds. The caterer provides services for various events including dinners, cocktail parties, charity events, conferences and weddings. Services are to be provided on the premises or the surrounds of the premises. (Note: Caterer will be assessed on one function, retail outlets will not form part of the judging).	
10. WEDDING CATERER* Caterers specialising in the wedding market. Caterers based in their own commercial kitchen/s or at a function venue.	
II. RESTAURANT CATERER Restaurants that offer catering services on-site. Restaurant must be used exclusively for this event. This is the only catering category that a restaurant can enter.	



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LIST OF EVENTS

Please provide a list of suitable events to be judged over a 3 month period. Attach a separate list of events for each category entered. If entering multiple categories, the same event cannot be judged for both categories.

Company Name:						
Category:						
Event I						
Event Date	_Start time (approximate)					
Address						
Type of event (i.e. sit down dinner)						
Approximate numbers						
Dress Code						
Event 2						
Event Date	_Start time (approximate)					
Address						
Type of event (i.e. sit down dinner)						
Approximate numbers						
Dress Code						
Event 3						
Event Date	Start time (approximate)					
Address						
Type of event (i.e. sit down dinner)						
Approximate numbers						
Dress Code						
Event 4						
Event Date	Start time (approximate)					
Address						
Type of event (i.e. sit down dinner)						
Approximate numbers						
Dress Code						

Note: Restaurant & Catering has the right to request further dates for judgment due to the inability of judges or unforeseen circumstances



2013 CATERING AWARDS ENTRY FORM CALL FOR ENTRIES!

Each year Restaurant & Catering conducts the Savour Australia™ Restaurant & Catering HOSTPLUS Awards for Excellence. The awards program provides deserved recognition to those restaurants and caterers that excel in the field of dining.

ENTRY DETAILS

To be eligible for entry into the 2013 CATERING AWARDS, entrants must submit the following information prior to the close of entries.

- I. Complete an entry form.
- 2. Provide a list of suitable events that can be judged (at least 4) over a few months duration.
- 3. Provide a 100 word explanation on why you fit into your chosen category. This is to be provided for each category entered.
- 4. Caterers Entry fee per category:

Restaurant & Catering Members \$280.00 inc GST* Restaurant & Catering Non-Members \$610.00 inc GST*

Forward completed entry forms and relevant information to:

Restaurant & Catering – Awards for Excellence

PO Box 121, Surry Hills NSW 2010 or Fax 1300 722 396 or Email events@restaurantcater.asn.au

NOTES FOR ENTERING THE CATERING AWARDS

- 1. Caterers can enter a maximum of two (2) categories.
- 2. Categories will be split into sub-categories only if there are sufficient entrants.
- 3. Categories with an asterisk (*) are National Award categories. The entrant with the highest score from the master category and its sub-categories will move forward to compete at the National Awards. Please note that although you may win the master category this does not give you automatic entry into the National Awards.
- 4. Where there is only one entrant in a category, that entrant will not be eligible to win that category but can be awarded an Honourable Mention. In this instance the entrant will be given the option to: (a) remain the sole entrant of that category; (b) move to another category with multiple entrants (providing eligibility criteria can be met); or (c) withdraw from the Awards (refer to refund policy). It is the responsibility of the entrant to check their category and contact Restaurant & Catering if they wish to move or withdraw.
- 5. Refer to the Terms & Conditions of Entry for further details on the Caterers Awards.

ENTRY PROCESS AND ANNOUNCEMENT OF WINNERS

A Finalist List for the 2013 Catering Awards will be announced for each region prior to the Awards presentation evening and will be available to view on the relevant state page of the Restaurant & Catering website. Awards presentation evenings may combine multiple regions within the state. Category winners will be announced for each region and the entrant with the highest score from the combined regions will go onto to compete at the National Awards. (Categories with an asterisk (*) are National Award categories).

A calendar of events will be available at www.restaurantcater.asn.au in early 2013.

^{*}Refer to Terms & Conditions

I. Eligibility

All members of Restaurant & Catering state associations are eligible to enter the Savour™ Australia Restaurant & Catering HOSTPLUS Awards for Excellence and will receive the Restaurant & Catering member awards entry fee. Entries received from non-financial members will incur the non-member entry fee.

Non-members who have previously been a member of Restaurant & Catering state associations are invited to resume their membership by paying a rejoining fee of \$80 plus the annual membership fee. The business will also then be eligible to receive the Restaurant & Catering member awards entry fee. If you wish to become a member under these circumstances, contact 1300 722 878 or email membership@restaurantcater.asn.au

Non-members who have never been a member and wish to enter the Awards, can also elect to become a member at the same time. If they do, they will receive the Restaurant & Catering member awards entry fee. If you wish to become a member under these circumstances, contact 1300 722 878 or email membership@restaurantcater.asn.au

Entrants must have an operational business at the time of the announcement of the awards in order to be eligible for recognition as a finalist or winner.

2. Categories

Entrants must clearly mark the category(s) in which they are to be entering. Not all categories listed will be run in all Regions. Categories will be split into sub-categories only if there are sufficient entrants at the discretion of the Chief Judge Administrator. The Chief Judge Administrator (in consultation with R&C) reserves the right not to accept entries for any particular category if in their opinion, the entry is inappropriate for the category concerned. Definitions of each category are included in this entry form. Be advised that all judged events must be undertaken in a single site facility at the time of judging.

Restaurants are eligible to enter the 'Restaurant Caterer' category only.

You may enter a maximum of two (2) categories in your region as long as your business meets the category definition.

3. Single Entrant Categories

Where a category may have only one entrant and the entrant does not fit into an alternate category, that entrant will still be judged. If the caterer fails to meet the appropriate standard, then no finalist will be announced. If the Caterer meets the appropriate standard then that business will be awarded an Honourable Mention. Please check Finalist List on the website to see if you are a single entrant. It is the responsibility of the Finalist to contact R&C about their status and category.

4. Entrants, Finalists and Winners

You are considered an entrant once your entry forms and payment has been received. All entries are reviewed by the Chief Judge Administrator to determine a Finalist list.

A full Finalist list will be announced on the relevant state page of the R&C website prior to the Awards for Excellence. All Finalists are requested to attend the regional awards presentation function where winners will be announced. Categories marked with an asterisk (*) are National Award categories.

If you are announced as the winner in your region at your regional event, the entrant with the highest score from the combined regions will move forward to the National Awards. Please note that although you may win the master category this does not give you automatic

entry into the National Awards. The National entrant will be the entrant with the highest score from both the master and subcategories.

At no time will winners be disclosed prior to the awards events. There is no direct entry to the major award for Caterer of the Year. The winner of this award is determined by the highest point score obtained from winners of the catering categories. Restaurant Caterer does not qualify for this award.

5. Rights to Use The T-QUAL Trade Mark

- (a) The Commonwealth of Australia as represented by the Department of Resources, Energy and Tourism grants you a non-exclusive, non-transferable, royalty-free, licence fee free licence to use the Trade Marks with the Territory / State during the term, but only:
 - I. In relation to the goods and/or services; and
 - II. In accordance with the National Tourism Accreditation Framework Visual Identity Guidelines, including:
 - A. Ensuring that reproductions of the Trade Marks meet the minimum quality and size requirements; and
 - B. Using the phrase 'TM Trade Mark of the Commonwealth of Australia' together with Trade Marks where possible.
- (b) Entrants acknowledge and agree that the Commonwealth owns the Trade Marks (including any goodwill that may be created from your use of the Trade Marks) and that only rights to use the Trade Marks are those specified.

6. Protection of the Trade Marks

6.1 General

The Entrant must not:

- (a) Use the Trade Marks in a way that would harm the name, reputation or good standing of the Commonwealth, Tourism Australia or Program Manager or value of the Trade Marks in any way;
- (b) Contribute to any situation which brings (or may bring) the Commonwealth or Tourism Australia into disrepute, contempt, scandal or ridicule;
- (c) Register or attempt to register:
 - I. any part of the name or words forming part of the Trade Mark, or any words substantially identical with or deceptively similar to Trade Marks, as part of a business, corporate or domain name; or
 - II. any part of the Trade Mark or any slogan, mark, design or other representation that is substantially identical with or deceptively similar to the Trade Marks, as part of a trade mark or design;
- (d) hold yourself out as having any right to use the Trade Marks other than expressly granted in this agreement or that you have the authority to represent the Program Manager or the Commonwealth.
- (e) Use any slogan, mark or design or other representation that is similar to or is capable of being confused with any part of the Trade Marks; or
- (f) Use the Trade Marks other than in its complete form.

6.2 Infringement

(a) The Entrant must notify the Program Manager of any actual or suspected infringement of Trade Marks of which you become aware. If someone makes a claim against the Entrant that your use of the Trade Marks infringes their intellectual property, you agree to allow the Commonwealth to have complete control of the defence of that action and you must not agree to any settlement without the approval of the Commonwealth. The Entrant agrees to co-operate and provide the assistance reasonably required by the Commonwealth in relation to the conduct of that defence.

(b) If required by the Commonwealth the Entrant agrees to co-operate fully in any action instituted or defended by the Commonwealth in relation to the Trade Marks, including by providing requested information and materials procuring evidence, and providing testimony as may be required in any such action.

7. Recovery of Costs and Liability

7.1 Costs Recovery

If the Program Manager or the Commonwealth incurs any loss due to claims made against them as a result of the Entrants use of the Trade Marks, the Entrant agrees to pay for all costs (including full legal costs) and losses to the Program Manager or the Commonwealth incur.

7.2 Exclusion

Subject to any statutory provisions that can not be excluded:

- (a) The Program Manager and the Commonwealth are not liable to the Entrant for any claims, losses or damages, costs or expenses arising of nay nature whatsoever, however caused (including but not limited to negligence) relating to or arising out of use of the Trade Marks or this licence; and
- (b) There are no other terms, conditions or warranties implied into this agreement that are in addition to the written provisions contained in this agreement.

8. Entry Period

Entries for the Catering Awards are now open. Late entries will only be accepted at the discretion of the Chief Judge Administrator. The closing dates for each state are as follows:

ACT – 8 March 2013 Victoria – 15 February 2013 Northern NSW – 15 March 2013 Sydney & Surrounds – 12 April 2013 Western Australia – 12 April 2013 Queensland – 19 April 2013 Southern NSW – 19 April 2013

9. Award Entry Fee and Refunds

The fees applicable to enter for financial members of Restaurant & Catering are \$280 inc GST. Non-member caterers can enter for a fee of \$610 inc GST. An entry fee is applicable for each category entered. The entry fee directly offsets the costs incurred by the judges. Entrants withdrawing their entry prior to evaluation will be refunded less an administration fee of \$50. No refund will be issued once the business has been evaluated under the system.

Additional travel expenses may need to be charged for catering events/ sites located in remote locations including airfares and accomodation. Restaurant & Catering will request approval for additional expenses from the entrant prior to judging.

10. Payment Details

Payments will only be accepted via credit card or by cheque. Cheques are to be made out to Restaurant & Catering Australia and MUST be accompanied by your entry form.

11. Judging Criteria and Process

Caterers are judged on a nominated function and must give at least one months notice for a judge to be secured. Caterers must have the approval of the client for a judge to be in attendance at the function. Each catering business is assessed on a strict set of judging criteria. To view the detailed judging criteria visit www.restaurantcater.asn.au

The assigned judge is not to participate as a guest in the event being judged. Judging of entrants will take place from December 2012 – depending on the date of the Awards event in each region. To be eligible for judging the entered caterer must provide a list of available functions that can be assessed with at least four (4) weeks notice. Whilst all events provided are eligible, Restaurant & Catering has the right to request further dates for judgment due to the inability of judges or unforeseen circumstances.

Statistical feedback reports will be mailed to each entrant after the National Awards

If you are the sole entrant in a category and are awarded an Honourable Mention, R&C are not able to provide a statistical feedback chart as there are no further category entrants to compare your judging evaluation.

12. Judges Decision

The judges decision is final and no correspondence shall be entered into

13. 2013 Event Dates (as at November 2012)

ACT – 1 July 2013 Victoria – 8 July 2013 Northern NSW – 22 July 2013 South Australia – 5 August 2013 Western Australia – 19 August 2013 Southern NSW – 26 August 2013 Queensland – 9 September 2013 Sydney & Surrounds – 23 September 2013 National – 28 October 2013

Event dates may be subject to change – all date changes will be notified to members and participants as soon as they are known.