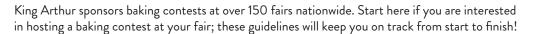
2021 King Arthur Baking Contest

Checklist





TO SET UP YOUR BAKING CONTEST:	
Obtain approval from the fair manager/ director/president to host a new baking contest	
Secure a building and table/ corner to receive the baked goods	
Recruit judges for the baking contest and helpers for the day-of	
Determine the day and time of the contest	
Determine the age/division/class for the contests	
☐ Shop around for a recipe or choose a category for the contest	
GET READY:	
Design the page for the premium book with the contest details and rules (Include: date, time, place, age, prizes, and recipe or category, King Arthur logo)	
Decide on method to collect recipes (if applicable)	
Submit the contest information to the fair's web team	
Decide entry form policy (will require prior to contest or upon delivery of entry)	
☐ Include an email or phone number for questions from contestants	
Consider selling a portion of the entries for charity or fair funds	
Promote the contest as much as possible – use Facebook and Twitter to spread the word	
Determine location of judging (close curtain or in public view?)	
Determine time and place for the award distribution	
GO:	
Greet each contestant when he/she arrives and go over the judging and award times	
Provide water for the judges and divide and conquer if overwhelmed by entries.	
Judges reconvene with highest scored baked goods from his or her group	
☐ Take photos of the winners and their entries	
Please contact bakingcontests@kingarthurbaking.com with any questions or concern	ıs.

Thank you and have fun!