

Restaurant & Catering Industry Association of Australia Incorporated trading as Restaurant & Catering Australia (R&CA) owns and operates the Restaurant & Catering Hostplus Awards for Excellence and the Restaurant & Catering Members Awards (collectively "Awards").

#### 1. AWARDS ELIGIBILITY

- Entries and payments must be submitted online via the R&CA awards website [www.rca.asn.au](http://www.rca.asn.au)
- Members and non-members of R&CA are eligible to enter the Catering Awards.
- 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. Member's businesses must be a financial member of R&CA at the time of the awards presentation to be eligible to participate in the Awards.
- Entries will only be accepted if they fit the category definition.

#### 2. CATEGORIES

- Definitions of each catering category are included on the R&CA awards website page [www.rca.asn.au](http://www.rca.asn.au)
- Caterers can enter as many categories as they wish as long as the entrant fits the category definition.
- Restaurants can enter the catering category of Restaurant Caterer only.
- Categories will be split into the master category and sub-categories only if there are sufficient entrants. Not all categories listed will be run in all states/regions.
- Regions may be merged if insufficient entries.
- The Awards Administrator reserves the right to refuse entries for any particular category if in their opinion, the entry is inappropriate for the category concerned.
- R&CA reserves the right for the final decisions in relation to categories and sub-categories. This will be communicated to entrants.

#### 3. SINGLE ENTRANT CATEGORIES

- Where a category only has one entrant, the entrant will be merged with the master category.
- Where a category only has one entrant and the entrant does not fit into an alternate category, the single entrant will still be assessed.
- If the entrant fails to meet the appropriate standard, then no finalist will be announced. If the entrant meets the appropriate standard, the entrant will be awarded an Honourable Mention.

#### 4. FINALISTS AND WINNERS

- Finalists will be notified via email.
- Finalists are invited to attend their state awards gala dinner for the announcement of the category winners.
- At no time will winners be disclosed prior to the awards events.
- There is no direct entry into the major award for Caterer of the Year. The winner of the major award is determined by the highest score obtained from the winners of the catering categories. Restaurant Caterer does not qualify for the Caterer of the Year award.
- National Awards - state/regional category winners will be considered for entry into the National Awards. Not all categories are presented at National level and some state/regional winners may be merged into alternate categories.

#### 5. ENTRY PERIOD

- The closing date for catering entries are:  
**CATERING ENTRIES CLOSE – 30 APRIL 2023**
- Dates for entries may be varied by R&CA.
- Nominations for the R&CA Catering Awards will be open for entry for 6 weeks only. Late entries will only be accepted at the discretion of the Awards Administrator.

## 6. ENTRY FEES AND REFUNDS

- Financial catering members can enter upon payment of the member fee of \$330.00 per category entered.
- Non-member caterers can enter upon payment of the non-member fee of \$720.00 per category entered.
- Payments will only be accepted via credit card, EFT or cheque.
- Non-members can elect to become a member of R&CA to be eligible for the entry fee of \$330.00 per catering category entered. Contact the Association on 1300 722 878 or via email [restncat@rca.asn.au](mailto:restncat@rca.asn.au)
- Entrants withdrawing their entry prior to evaluation will receive a 50% refund of their entry fee.
- No refund will be issued once the entrant has been evaluated under the RACES judging system.
- Remote catering judging – entries for remote judging's are pending location and judge availability. R&CA may need to withdraw the entry if a judge is not available, if this is the case, a full refund will be processed.
- Additional travel expenses for judging may need to be charged for establishments located in remote locations including airfares, accommodation and incidentals. R&CA will request approval from the entrant for any such additional expenses prior to judging.
- If a catering entrant does not provide four event options to be judged with at least 4 weeks' notice and needs to withdraw due to no judge being available, 50% of the entry fee will be refunded only.
- Payment must be received by R&CA prior to judging otherwise the entry will be withdrawn.

## 8. JUDGING PROCESS AND FEEDBACK

- Each entry in the Catering Awards is evaluated by trained independent judges under the National Restaurant and Catering Evaluation System (RACES).
- Each entrant is assessed on a strict set of judging criteria. To view the detailed judging criteria, visit the R&CA awards page [www.rca.asn.au](http://www.rca.asn.au)
- Member entrants will receive a judging analysis graph after the National Awards (except for single entrant categories).
- Sole entrants in a category who are awarded an Honourable Mention will not receive a judging analysis graph as there are no further category entrants to compare the judging evaluation.
- Judges reserve the right to not present a category winner if the minimum standard has not been met.

## 9. JUDGES' DECISION IS FINAL

- The judges' decision is final, no correspondence will be entered into the outcome or judging process.