



16TH ANNUAL GINGERBREAD HOUSE DISPLAY & COMPETITION

Thank You For Your Participation
In the 16th Annual PPG Place Gingerbread House Display & Competition
Benefiting the Children's Hospital Free Care Fund.

DISPLAY DATES

Display opens to the public on Light-Up Night® on Friday, November 16 and continues through Tuesday, January 1.

DELIVERY DATES

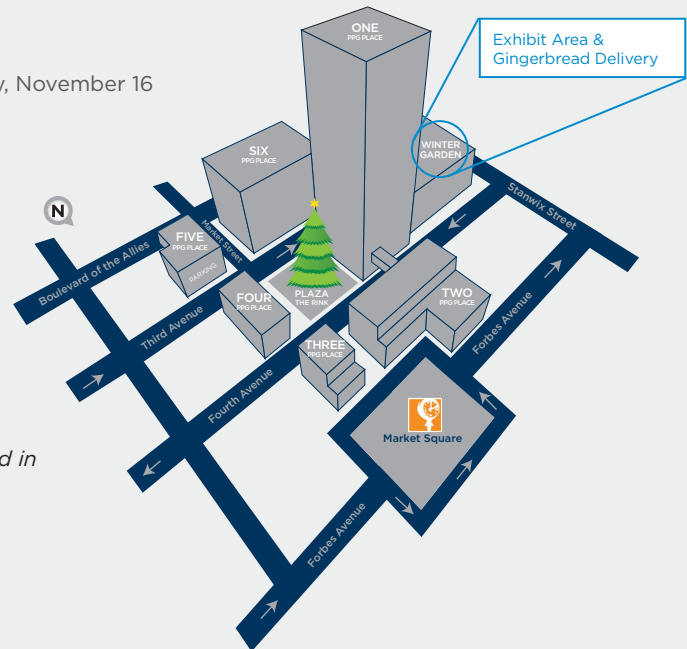
- Friday, November 9 from 2PM - 9PM
- Saturday, November 10 from 11AM - 5PM
- Sunday, November 11 from 11AM - 1PM*

** We will continue to collect entries through 4PM on Sunday, November 11; however, any entry arriving after 1PM will NOT be included in the judging process.*

DELIVERY LOCATION

WINTERGARDEN

Park along 4th Avenue and enter One PPG Place through the lobby closest to the Wintergarden. Please allow approximately 30 minutes for drop off and registration. If there are any problems on day of delivery, please call (412) 860-6464 or (412) 394-3612.



WWW.PPGPLACE.COM

If you have questions or need information mailed to you, please contact Anita Falce at anita.falce@highwoods.com or (412) 434-1928.



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GENERAL INFORMATION

HOUSE NAME

Name of house will only be included on house signage if entry is a replica of a specific location (i.e. Kennywood, Fallingwater, Heinz Field, etc.). Name will not be included on any other entry.

JUDGING

Judges will be selected from the local community. Judging will begin at 1PM on Sunday, November 11. You will be notified if you receive an award and winners will be posted on our website.

This exhibit is intended to be a fun community event benefiting the Children's Hospital of Pittsburgh's Free Care Fund. Judges are given these guidelines to follow; however, please remember that the judging is subjective:

- Originality & Creativity
- Difficulty
- Overall Appearance & Appeal
- Precision & Neatness
- Majority of decorations on house are edible
- House structure made of edible materials – only infrastructure can be non-edible

Houses will also be reviewed for soundness of structure and adherence to size and construction guidelines.

If we must make major repairs prior to judging or your entry does not meet guidelines, it will not be eligible for award.

TO KEEP YOUR HOUSE AFTER END OF EXHIBIT

If you wish to keep your house at the end of the display, you must notify Anita Falce by email at anita.falce@highwoods.com NO LATER THAN DECEMBER 28.

Remember, we MUST HEAR FROM YOU if you want to pick up your house once the display is over. No email reminders or phone calls will be given. If we are not notified by December 28, your house will be discarded on January 2. All houses must be picked up on Wednesday, January 2 between 1PM and 4PM.
(No alternate pick-up days or times are available.)

Please note that due to the length of the display and the environmental conditions of the display area, many houses have badly deteriorated by the end of exhibit making transportation very difficult.

DISPLAY INFORMATION

Every effort will be made to display all entries to their best advantage; however, due to limitation of our display areas, detailed interiors or backs of houses may not be visible during display. Most houses will be seen by front/side viewing.

DONATIONS

The exhibit raises money for the Children's Hospital Free Care Fund through donations collected in the Wintergarden. **We are also suggesting a \$5 donation to the Children's Hospital of Pittsburgh Foundation from each participant in the display. Donations will be collected on the day of delivery (cash or check payable to Children's Hospital of Pittsburgh Foundation - on "Memo" area of check write "Free Care Fund").**



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CONSTRUCTION GUIDELINES

BASE

Structure should be constructed on a sturdy base (*heavy cardboard, foam core or wood dependent on weight*). If using cardboard, cover base with aluminum foil so that moisture from the icing does not soak into it.

Base should not extend more than 3" beyond the perimeter of the primary structure. We may not be able to accommodate displays with large yards or areas outside the primary structure.

SIZE

Due to limited space, we are not able to accept entries that do not adhere to these requirements:

BASE SIZE NOT TO EXCEED 15" X 15"

- Pre-School - Kindergarten
- Elementary School
- Middle School
- Children
- Family
- Non-Profit (Adult & Children)

BASE SIZE NOT TO EXCEED 18" X 18"

- Culinary Student
- High School
- Professional
- Individual Adult

STRUCTURE

- Structure cannot exceed two feet in height. We recommend small to medium size single structure houses (*rather than scenes*). Single structures with minimal yards are more easily viewed in our display.
- Due to the weight of the decorated house, as well as environmental conditions in the display areas, we suggest always building an infrastructure for support. This can be built from foam core, heavy cardboard, Styrofoam, or rice crispy treats using a substantial amount of Royal Icing as "glue." The houses are on display for an extended period of time. The combination of heat, moisture and weight will cause them to deteriorate if there is not enough support or icing used.
- No battery or electric components should be included in the structure.
- Any inedible decorative objects included with your entry will NOT be returned at the end of the display.
- Use only **Royal Icing**. We cannot accept structures made with egg or butter icings as they quickly turn rancid and soften causing the structure to disintegrate.
- If baking gingerbread from scratch, bake several days before assembling to prevent shrinkage.
- Do not use anything on your house that requires refrigeration (*such as prepared Jello, etc.*)
- Use **A LOT** of Royal Icing to assemble and decorate. Allow each portion to dry and harden before moving.



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Royal Icing Recipe

Makes about 2-1/2 cups

Mix Together

*1 lb. powdered sugar
3 tbsp. meringue powder
1/2 tsp. cream of tartar*

Add

*3-1/2 oz. of water (slightly less than 1/2 cup)
Beat until icing forms stiff peaks & will hold a sharp line when knife is drawn through.*

Keep covered with a damp cloth to keep icing from drying out. Work with a small amount of icing at a time. Store unused icing in a tightly closed container.

**Note: Meringue powder can be found at cake decorating or craft stores.*

* Other recipes for Royal Icing are available on the internet; but you MUST use Royal Icing.
Do not use icing recipes containing egg, butter or milk.

ENTRY IDENTIFICATION FORM

The first step in the building process is to complete this form and tape it to the underside of your entry.

One form per entry.

(Please print)

NAME OF GROUP OR INDIVIDUAL TO BE LISTED ON ALL SIGNAGE: _____

NAME/TITLE OF HOUSE (Only include a name if the house is a replica of a specific location.): _____

CATEGORY: _____

CONTACT NAME (Will not be published): _____

CONTACT PHONE (Will not be published): _____

CONTACT EMAIL (Will not be published): _____

NOTE: IF YOU ARE BRINGING MULTIPLE ENTRIES, in order to expedite the delivery process, please also tape a piece of paper with the house name (if applicable) and group (or family or individual) name to the topside of the structure in addition to taping this form underneath structure.