



16TH ANNUAL GINGERBREAD HOUSE DISPLAY & COMPETITION

PPG Place invites you to participate in the 16th Annual PPG Place Gingerbread House Display and Competition by building your own edible house. All houses will be on display in the PPG Place Wintergarden in Downtown Pittsburgh for Light-Up Night on Friday, November 16 through January 1.

The exhibit raises money for the **Children's Hospital Free Care Fund** through donations collected in the Wintergarden throughout the exhibit. Last year's exhibit raised over \$7,000 in donations for this worthy cause.

The PPG Place Gingerbread House Display has been named "One of the Five Best Gingerbread House Displays in the United States" on Livability.com and one of the "Ten Best Places to See Gingerbread Houses" in *USA Today*.

There are a variety of categories in which to enter, and houses can be constructed of any edible materials. See following pages for details.

To participate in this year's competition, simply register online by **November 1st** at **www.ppgplace.com** and click on the Gingerbread House Display link or mail a completed entry form to the address below. **REGISTER EARLY! We are only accepting the first 400 entries.** Basic guidelines are included in the following pages and additional information and forms can be found on our website.

Highwoods Properties
Attn: Gingerbread House Display
200 Three PPG Place
Pittsburgh, PA 15222

Join the fun this holiday season. This wonderful community event is a great opportunity to showcase your talents and receive recognition for your business, school or group. We look forward to hearing from you!

VISIT WWW.PPGPLACE.COM
FOR MORE INFORMATION OR TO REGISTER.
If you have questions or need information
mailed to you, please contact Anita Falce at
anita.falce@highwoods.com or (412) 434-1928.





16TH ANNUAL GINGERBREAD HOUSE DISPLAY & COMPETITION

GENERAL INFORMATION

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.*

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").**



JUDGING

Judges are selected from the local community. Judging will be complete before exhibit opens. You will be notified if you receive an award and winners will be posted on our website. Judges are given these guidelines to follow. Please remember that the judging is subjective:

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

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.

DISPLAY

Every effort will be made to display all entries to their best advantage; however due to limitations of our display areas, detailed interiors or backs of houses may not be visible during display. Most houses will be seen from front and side viewing. Exhibit will be on display November 16 – January 1 (*Some houses may be removed prior to January 1 due to deterioration.*) As we place houses to best fit in the display, we cannot guarantee groups of houses will be displayed together.

ENTRY FORMS

Entry forms must be returned by November 1. You may register online at www.ppgplace.com, email the information to anita.falce@highwoods.com or you may mail the form to the address below. **REGISTER EARLY! We must limit our display to the first 400 entries.**

Highwoods Properties
Attn: Gingerbread House Display
200 Three PPG Place
Pittsburgh, PA 15222

Find recipe ideas,
house building hints
& photos from last
year's exhibit at
ppgplace.com



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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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ENTRY REGISTRATION FORM

If you are interested in participating, please register online at www.ppgplace.com under the Gingerbread House link. You can also fax the information to (412) 434-1901 or mail the completed entry form by Thursday, November 1 to:

Highwoods Properties
Attn. Gingerbread House Display
200 Three PPG Place
Pittsburgh, PA 15222

REGISTER EARLY!
Space is limited! We can only
accept the first 400 entries we receive!

NAME OF INDIVIDUAL OR ORGANIZATION (if applicable): _____

IF SCOUT TROOP, PLEASE PROVIDE LOCATION OR SCHOOL AFFILIATION: _____

CONTACT NAME: _____

ADDRESS: _____

PHONE NUMBERS: DAY (_____) _____ EVENING (_____) _____

EMAIL ADDRESS: _____

NUMBER OF ENTRIES SUBMITTED: _____

NOTE: Name of house will only be included 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.

NAME/TITLE OF HOUSE: _____

CATEGORY (PLEASE CHECK ONE):

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Pre-School & Kindergarten | <input type="checkbox"/> Professional | <input type="checkbox"/> Children (Ages 5 & Under)* | <input type="checkbox"/> Non-Profit (Ages 5 & Under) |
| <input type="checkbox"/> Elementary School (1-4) | <input type="checkbox"/> Family* | <input type="checkbox"/> Children (Ages 6 to 9)* | <input type="checkbox"/> Non-Profit (Ages 6 to 9) |
| <input type="checkbox"/> Middle School (5-8) | <input type="checkbox"/> Adult (Ages 18+) | <input type="checkbox"/> Children (Ages 10 to 13)* | <input type="checkbox"/> Non-Profit (Ages 10 to 13) |
| <input type="checkbox"/> High School (9-12) | | <input type="checkbox"/> Children (Ages 14 to 17)* | <input type="checkbox"/> Non-Profit (Ages 14 to 17) |
| <input type="checkbox"/> Culinary School | | | <input type="checkbox"/> Non-Profit (Ages 18+) |

* Please enter age group that reflects the majority of your participants.

Note: If registering under the "Family" category, your name will be listed as the Family's last name on all signage (i.e. "Smith Family"). If you enter under the "Children" category, please provide the children's names as they are to be listed (i.e. Mary & Ann Smith).

Notes: ** Non-profit categories are to be used for groups such as Girl Scouts, Clubs, etc.

** All schools and school groups should be entered under the appropriate "School" category.

EXPECTED DELIVERY DATE:

- | | | |
|--|--|--|
| <input type="checkbox"/> Friday, November 9
(2PM - 9PM) | <input type="checkbox"/> Saturday, November 10
(11AM - 5PM) | <input type="checkbox"/> Sunday, November 11
(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.

* If your delivery date/time changes, **you do not need to notify us.**



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AWARDED CATEGORIES

- | | | |
|-----------------------------|---------------|--------------------------------|
| ■ Pre-School & Kindergarten | ■ Children | ■ Professional |
| ■ Elementary School (1-4) | • 5 & under | ■ Non-Profit Group (Adult 18+) |
| ■ Middle School (5-8) | • 6 – 9 | ■ Non-Profit Group (Children) |
| ■ High School (9-12) | • 10 – 13 | • 5 & under |
| ■ Culinary | • 14 – 17 | • 6 – 9 |
| | ■ Family | • 10 – 13 |
| | ■ Adult (18+) | • 14 – 17 |

CATEGORY DESCRIPTIONS

FAMILY

Enter as a family if family members of varied ages worked on the project together. If the project was constructed by your children and you only provided them with basic instruction and assistance, enter in the individual child category under the appropriate age. If more than one child in your family was involved, they will still enter in the Individual Child category — not the Non-Profit group category. Enter under the average age of the children. Parents can assist children by baking the gingerbread and helping to assemble the structure.

If a few friends work together, they will enter in the Individual Child category under the appropriate age or the age of the majority of the participants. If entering under the Child category, please provide each of the children's names for recognition on signage.

NON-PROFIT GROUP (CHILDREN)

Various ages, refers to groups such as Girl and Boy Scouts, Youth Groups at churches, etc.

NON-PROFIT GROUP (ADULT)

This group includes senior citizen groups and assisted living homes, church groups, family-oriented non-profit groups such as the YMCA, etc.

CULINARY

High School or Post High School Class or Individual affiliated with a culinary class.

PROFESSIONAL

Individuals or businesses who work in the food service industry.



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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.