

## Rules and Regulations



### Award Categories:

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1. Local Awards will be given in the following categories:

**National Awards:** Best Meal  
Best Use of Labels  
Structural Ingenuity  
Juror's Favorite  
2 Honorable Mentions

**Local Awards:** Public's Favorite  
Best Use of Most Needed Items  
Best Sign  
Benjamin Franklin

2. Winners in the first 5 categories will go on to compete internationally through submission of slides to a national panel of jurors.
3. Cansculptures could win in more than one category.

### Materials and Size:

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1. Each cansculpture size will vary depending on build space available. Provide a sketch and structure story (one paragraph - see Description section on Page 3) and dimensions of your structure by **Friday, October 6th**. Send these items to [logistics@canstruction-houston.com](mailto:logistics@canstruction-houston.com).
2. Maximum size of the official team that actually builds the cansculpture is six (6) people. Only five (5) people will be permitted into the build area at one time. One additional person will be allowed to be in the area opening boxes. Six people must be selected as the official team members. At least one of these six team members should be available at the awards celebration to answer questions about their structure and their names will appear on the signage accompanying the structure.
3. The Houston Food Bank cannot use any food items where the label has been altered, removed, or destroyed, nor can they take damaged cans. In addition, the Houston Food Bank is unable to accept open packages, perishable foods, baby food, pet food, or items with expired dates. Aluminum food cans of all sizes may be used. Cans must be full, unopened, and with labels intact and legible. Some manufacturers are switching to plastic cans. If using plastic, make sure they can take the pressure of cans from above.

Refer to the Houston Food Bank Fact Sheet found on [Canstruction-Houston.com/teams](http://Canstruction-Houston.com/teams) for more details regarding Most Needed Items. Your team should consider this roster of food items when designing your structure.

- a. Labels may not be covered, stripped off, or altered in any way.
- b. No glass containers allowed in the structure, around the structure, or in the sign.
- c. No pet food.
- d. No alcoholic beverages (includes cooking wine, etc.)
- e. No opened or exposed food (attracts vermin).
- f. Props are discouraged. Jurors prefer pure food structures. If props are absolutely necessary, they cannot be a dominant feature of the entry. Try to solve all design with food items. A structure with props may lose when judged against a structure without props. (Example: a structure that has eyes. One entry uses black cans to make eyes; another entry cuts out black circles of paper and pastes on cans for eyes. Once the jury sees that eyes can be made from cans or a food product, any entry that uses paper cutouts is in disfavor.)
- g. Boxes and other non-can items are discouraged, but not prohibited. The name of the competition is CANstruction. Jurors prefer to follow the name of the competition and in recent national competitions structures with boxes (unless used for flooring) did not make it through the elimination process.

4. Your structure **MUST** be structurally self-supporting - foam-core, cardboard, masonite, plywood, and plexiglass are limited to one-quarter inch thick to serve as leveling materials and not load bearing. Cardboard tubes used as guides must also be limited to one-quarter inch thick. Teams should take into account the affects of humidity, wind, and other environmental conditions within the building. If your team's structure will be close to one of the outer doors, wind considerations should be included in the design of the structure.
  - a. No 2x4s, half-inch plywood, or other materials from which things would be attached are permitted.
  - b. Maximum height of all structures is eight (8) feet tall. Wall structures with a height of six (6) feet must be four (4) cans thick. Wall structures between six (6) and eight (8) feet must be five (5) cans thick or more. Wall structures of any height using the offset stack method may or may not use leveling. Where wall structures of any height using the inline stack method must use leveling to keep cans stable.
  - c. Clear tape, Velcro, or double-sided tape may be used as adhesives. High-tension rubber bands, nylon string, shrink wrap, and wire are permissible. No permanent adhesives may be used on the cans.
  - d. Remember to bring plenty of box cutters and scissors.
  - e. Remember to bring plenty of Trash Bags (all teams are responsible for removing all their trash).
5. Bring **multiple hand dollies** to move your cans (no pallets or pallet jacks allowed inside the building) and a broom to clean up your area after your build is complete.

### Location:

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1. Teams should visit the site well in advance of the build-out date to determine if the structure requires special consideration (i.e. electrical power) or if there are any problems in positioning their entry in the space provided. Each build location is unique.
2. Structures should be placed with photography in mind.
3. Only bottled water may be permitted in the build space area. No food will be permitted in the build area.
4. Please provide floor covering to protect the floor from falling cans. Floor covering must be at least one foot larger than your structure on all sides. For example, a 10' x 10' structure would need a 12' x 12' piece whereas an 8' x 8' structure would need 10' x 10' of protection. Acceptable floor protection includes ¼" Masonite, ¼" pegboard, rubber-backed or non-skid carpet. Contact the Logistics Officer if you have any questions regarding the acceptability of your floor covering. This is required by the Building Landlord.
5. Teams are responsible for leaving their site "broom-clean." Each team is responsible for recycling its own cardboard from the can packaging and the trash from each site.
6. The official Logistics Officer is responsible for insuring that all structures meet safety guidelines. This includes advising of structure stability and has the authority to ask you to tear down and rebuild, if deemed necessary.

**Please plan for your team's recycling needs.** Please help Canstruction Houston make our event as **GREEN** as possible.

### Acquisition of Canned Goods:

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1. Participating teams are responsible for obtaining their own supply of canned goods (with the exception of the high school teams).
2. Teams may solicit donations of canned goods from manufacturers, consultants, or conduct employee food drives. **Refer to New Requirements section on Page 5 of this document for details regarding team sponsor documentation that will need to be submitted.**
3. Cans should be packed in sturdy cartons and labeled with your team name and site number.
4. If arranging for canned goods from an out of town supplier, they must be delivered to your work area during your

allotted time. No sidewalk deliveries. All the same labeling requirements are necessary.

5. Cans must be delivered to the Site on **Saturday, November 4, from 7:00 am to 8:00 am ONLY**. Floor protection must be delivered at the time of your cans so the cans can be placed on top of the covering in your space. Cans will not be allowed on the tenant floor without covering.
6. Team members are responsible for their own deliveries or any supplier deliveries for their team. This includes loading the boxes and cans from vehicles to your work area. All drivers, including drivers that may be coming from a distributor, must know your team's name and build space number at the time of delivery to assist security personnel at the locations.
7. A team member **MUST** be onsite to take delivery of the cans and move them from the vehicles to your designated tenant area.

### Signage & Text: (See Sample)

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1. Each entry will have one 30"x42" foam-core board that sits adjacent to the entry. One board will be printed by Thomas Printworks for each team. Any upgrades and/or enhancements to this standard, flat sign and any additional sign boards will be at the team's expense. See Signage Flyer from Thomas Printworks found on [Canstruction-Houston.com](http://Canstruction-Houston.com) for details regarding your free board.
2. **DEADLINE:** Absolutely no later than **Friday, October 20**.
3. The information requested should be submitted via the Thomas Printworks' FTP Site, as a graphic file (PDF, TIF, BMP, EPS, or JPG). Your board should contain the following information:

**FIRM NAME:** How it should officially appear in the program. Confirm with a firm Principal.

**TITLE OF ENTRY:** If any word in your title is to be italicized do so.

**DESCRIPTION OF THE STRUCTURE:** Keep to one paragraph. This is what is provided to the jurors and public as they view each entry. The descriptions are most helpful in drawing the jurors' and public's eye to the rich detail in each design, play on words, double entendres with the label names, etc. Spend your time describing the choices you made in cans and labels to articulate your theme. Spell check your paragraph.

\*\*\* In addition to submitting your signage information to Thomas Printworks on their FTP site, please also send a copy of this paragraph with your sketch to the Logistics Officer by **Friday, October 20** (see Page 1 - Material and Size) at [logistics@canstruction-houston.com](mailto:logistics@canstruction-houston.com)

**TEAM MEMBERS' NAMES** (six-member team): Captain First (no exceptions, no co-captains) followed by the rest of the team in alphabetical order - get names spelled correctly - you must designate ONE team captain.

**THANK YOUS:** For any sponsors and/or other firm members who participated.

4. Any additional signage that your firm or sponsors require are to be printed at your team's cost. This includes signage if you are receiving major support from a food manufacturer or grocery store and need to display their logo. It should be a foam-core board, self-standing easel back to sit on the floor.
5. **ALL SIGNAGE MUST BE DISPLAYED ON AN EASEL. NO CANS MAY BE USED TO SUPPORT SIGNAGE. EASELS TO BE SUPPLIED BY TEAMS AND MUST BE STANDARD BLACK METAL DESIGN. NO WOODEN EASELS ALLOWED.**

### Can Information

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1. Submit the following "Can Information" to the Team Liaison via e-mail by **Wednesday, October 25**.
  - a. List of can foods used in the structure (i.e., peas, corn, sweet potatoes, etc.)
  - b. Total number of cans used (i.e., number of cans purchased)

- c. Total cost, whether purchased or donated
2. See "Acquisition of Canned Goods" on Page 2 for information regarding delivering your cans to the build site.
3. Team Captains must turn in to TEAM LIAISON all excess team sponsor funds not used to purchase cans. Refer to New Requirements section on Page 5 of this document.
4. **High Schools Teams must use only the cans listed on the 2016 H-E-B Approved Can List for Team Orders. Deadline for Can Count to the Team Liaison via e-mail is Monday, October 16.**

### Site and Area Assignments:

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1. Kick-Off / Site Selection Meeting is set for **Thursday, September 7**. Each team should have a representative at the meeting.
2. Visit the site before Site Selection to determine what sites are best for your structure. Each site is unique and not all sites have access to electricity. The Logistics Officer may not have this information. Teams are free to trade spaces if the trade is mutually agreeable.
3. Position your structure for photography. Our goal is to publish only professional, high-quality photography achieves that goal.
4. Notify a Logistics Officer of any special needs or requests you might have so that there are no surprises the day of the build out. The Logistics Officer will try to accommodate all requests, but cannot guarantee that all requests will be accommodated.

### Build Day

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1. **Be on time.** The build will start on **Saturday, November 4** promptly at 8:00 am and finish at 3:30 pm. No construction will be allowed before 8:00 am or after 3:30 pm.
2. Try to do as much prefabrication of foam core cutting or other special materials you require prior to the build out. If you have a chance to practice building in your office, take that opportunity to lessen surprises at the site.
3. Bring plenty of extra supplies (tape, scissors, foam-core, cardboard, etc.) - over estimate.
4. Bring a ladder if you are building tall.
5. When your cansculpture is completely finished, notify a Logistics Officer to release the team and take team pictures.

### Judging

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1. Judging will occur from 3:31 pm to 5:00 pm on **Saturday, November 4**.
2. Team members cannot be in the area at the time of judging.
3. Judging is done anonymously.

### Awards Celebration

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1. The Awards Celebration will be **Saturday, November 4**, starting at 5:00 p.m.
2. Admission price is one (1) can of food per person.

## Photography

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1. Professional photographs will be taken of each entry.
2. Winning teams will have their photos taken on Build Day and at the awards presentation.
3. Take your own digital pictures with good resolution. Many times these are excellent and we can make them available to reporters quickly. Clear all signage from shot.

## Decanstruction

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1. **Sunday, November 12, 7:00 am to 12:00 pm**, each entry must be taken down and packed in boxes provided by the Houston Food Bank for pickup.
2. Each team must provide at least **two team members** for Decanstruction. All team members participating in the Decanstruction must arrive for this event by 7:00 am. Decanstruction goes fast and you are welcome to leave once your structure has been dismantled, moved to the palletizing area, and the Logistics Officer has cleared your team. Your structure space must be returned to a "broom-clean" condition before you are cleared by the Logistics Officer.
3. Volunteers from the Houston Food Bank will be on hand to assist teams in moving cans from their build site to be palletized and onto the waiting trucks. For safety reasons, volunteers will not help disassemble the structures, unless Logistics Officer has deemed it is safe to do so.
4. **Bring multiple hand dollies to move cans from your build site to the food bank trucks. No pallet jacks or pallets are allowed.**

## Canstruction Houston, Inc. – federally recognized charity – IRS Section 501(c)(3) New Requirements – information needed for the charity's federal tax return

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1. Each Team Captain must submit copies of all Team Sponsor checks received in support of their cansculpture with their Team Sponsor forms. For any items received as IN-KIND donations (i.e., delivery service of cans, can donations from grocer, floor covering donations, etc.), please receive a receipt or letter from vendor documenting these donations. Send check copies, vendor invoices/letters, and Team Sponsor forms via e-mail attachments to **Kate Sansom Fransioli at [teams@canstruction-houston.com](mailto:teams@canstruction-houston.com) by Friday, October 27.** Canstruction Houston, Inc. will issue charitable contribution letters to each sponsor and team sponsor as documentation of each charitable donation by **January 15, 2018.** \*\*Please make sure all checks, forms, and/or invoices/letters include an email address or a physical address of the sponsor in order to receive the contribution letters sent by Canstruction Houston.

**NOTE:** Purchases of t-shirts and build day lunches are not tax deductible and will not be included in the contribution letter.

2. Each Team Captain must ensure that the Can Information is submitted to Team Liaison, Rhonda Holcomb, showing all items used in the cansculpture (i.e., corn, peas, carrots, etc.) and showing the purchase price of all items in the cansculpture (including extra cans that will be donated). Reconcile your grocery receipts with this report BEFORE you submit it. This form MUST be submitted by **Friday, October 27 – BEFORE** Build Day!
3. Each Team Captain must turn in to Team Liaison all excess funds from team sponsors that is not used to purchase cans. These funds are due as soon as possible after the Build Day so that the lump sum can be combined into one Canstruction Houston, Inc. check and issued to the Houston Food Bank during the Awards Celebration. Receipt by **Friday, November 3** would be greatly appreciated.