



ACF Pittsburgh Chapter Food Purveyor of the Year Award Requirements

The ACF Pittsburgh Chapter is delighted to announce the Food Purveyor of the Year Award, a prestigious recognition honoring outstanding food purveyors who have made significant contributions to the ACFPC. This award celebrates food purveyors who demonstrate excellence in product quality, service, and partnership with the ACF and its culinary community. Nominations are now open, and we invite members in good standing to recognize and nominate deserving food purveyors who exemplify the highest standards of their profession.

How to Submit a Nomination:

To nominate a food purveyor for this esteemed award, please complete the nomination process as outlined in the checklist below and send all required nomination packet materials to through the form on the ACFPC website by the submission deadline. We look forward to honoring the outstanding food purveyors who continue to elevate the culinary industry in Pittsburgh and beyond.

Eligibility:

1. **Nominee Status:** The nominee must be a food purveyor actively supplying products or services to the culinary industry and have supported the works of ACFPC & its chefs. The nominee is not eligible if they have won this award within the last 3 years.
2. **Nomination Source:** The nominee must be nominated by an ACFPC member who is in good standing. Self-nominations are **NOT** accepted.

Criteria for Nomination:

1. Excellence in Product and Service:

- Demonstrated excellence in the quality and consistency of products or services provided.
- Proven track record of reliability, timely delivery, and customer satisfaction.
- Active involvement in supporting the culinary arts through the provision of high-quality products, services, & support of ACFPC activities.

2. Partnership and Collaboration:

- Strong, positive relationships with the ACFPC and the broader culinary community, including chefs, restaurants, and other foodservice professionals.
- Contributions to the success of culinary operations through collaboration, flexibility, and responsiveness to the needs of the industry.
- Engagement in community or industry events that promote culinary excellence and innovation.

3. Commitment to Sustainability and Innovation:

- Active participation in sustainable practices, including sourcing, packaging, and distribution.
- Innovation in product offerings or services that enhance the culinary industry.

- Support for initiatives that promote environmental responsibility and sustainability in the culinary field.

4. Ethical and Professional Conduct:

- Adherence to high standards of ethical conduct in all business dealings.
- Commitment to the integrity of the culinary industry and the values upheld by the ACF.

Nomination Process:

1. Submission Requirements:

- Complete the form on the ACFPC website and send the nomination application along with the nomination checklist items listed on the following page.

2. Deadline: All nomination materials must be submitted by the deadline posted on the ACFPC website.

3. Selection Process:

- The ACF Pittsburgh Chapter's Awards Committee will review all nominations based on the above criteria and announce a decision on eligibility at the first board meeting of the month of November.
- The committee reserves the right to request additional information or conduct interviews if needed.
- A vote will be held via electronic ballot, and the winner will be announced by the first Friday of the new calendar year.

4. Award Presentation:

- The Food Purveyor of the Year will be recognized at the ACF Pittsburgh Chapter's annual awards ceremony.
- The recipient will receive a plaque and will be featured in the chapter's communications and media outlets.

Additional Information:

- The ACF Pittsburgh Chapter values diversity and encourages nominations of purveyors from all backgrounds and culinary traditions.
- Nominators and nominees must ensure all information provided is accurate and truthful.

Food Purveyor of the Year Award Nomination Packet Checklist

To ensure a complete and thorough nomination for the ACF Pittsburgh Chapter's Food Purveyor of the Year Award, please compile and submit the following items in a single nomination packet through the form on the ACFPC website. The form must be completed in its entirety by the submission deadline. All incomplete nominations will not be accepted.

1. Nomination Letter:

- A detailed letter from the ACFPC member in good standing who is nominating the food purveyor.
- The letter should clearly outline the nominee's qualifications, achievements, and contributions to the culinary industry within the calendar year they are being nominated.
- Include specific examples of product excellence, partnership, and community impact.

2. Letters of Support:

- At least **one** additional letter of support from other professionals or organizations within the culinary community.
- These letters should further emphasize the nominee's accomplishments, character, and influence in the culinary field in Pittsburgh or the broader region.

3. Professional Biography or Company Profile:

- A comprehensive biography or company profile of the nominee.
- Include details of the nominee's history, achievements, awards, recognitions, and any relevant certifications or industry partnerships.
- Current logo or recent professional image of the nominee.

4. Documentation of Achievements (Optional but Encouraged):

- Any supporting materials that highlight the nominee's work, such as:
 - Photos of products or services provided.
 - Articles, reviews, or publications featuring the nominee.
 - Documentation of involvement in community service, industry events, or sustainability initiatives.

5. Contact Information:

- Include the full contact information for both the nominator and the nominee:
 - Full name or company name
 - Email address
 - Phone number
 - Mailing address

6. Submission:

- Compile all the above materials and fill out the form on the ACFPC website to submit a nomination. All incomplete nominations will not be accepted or considered.

7. Submission Deadline:

- Ensure that all materials are submitted by **November 1st**. Late submissions may not be considered.

This checklist is designed to streamline the nomination process and ensure that each nominee's achievements are fully represented for consideration by the ACF Pittsburgh Chapter's Awards Committee.