

Cacao of Excellence Awards

2025 Edition



Check List to be included with samples

Requirements for accepting samples	(v)
Eligibility of samples	
1. All samples are a minimum of 7 Kg of fermented and dried cacao beans.	
2. A safety duplicate sample of 7 Kg is stored and available until the end of the Edition.	
3. No samples are prepared by modified or artificial fermentations, i.e., flavour material, fruit pulp or juices added to the fermentation.	
4. No more than 1 sample per producer is submitted.	
5. No samples are submitted by previous winners of a Cacao of Excellence Gold Award in 2023.	
6. The number of samples submitted does not exceed the quota allocated to the samples' origin.	
7. No more than 30% of the total number of samples are experimental.	
8. All bean samples comply with the Minimum Physical Quality Requirements and Selection Criteria.	
9. Registration fees of 100 USD were paid following instructions.	
Documents and shipping	
10. Samples are prepared and shipped following the instructions in section 8 of the Guide for Participation.	
11. A symbolic package value of maximum 5 USD for customs is indicated, even if the package contains several samples.	
12. The contents indicated are samples of fermented and dried cacao beans without commercial value / for research purpose only.	
13. All required information about the samples is completed in the Excel Data Form.	
14. A completed Excel Data Form for each sample is sent via email to Andrew Meter (a.meter@cgiar.org)	
15. A printed copy of the completed Excel Data Form is enclosed in the shipment for each sample.	
16. The courier is informed that reception of samples at the Cacao of Excellence Lab in Rome, Italy is restricted to Mondays to Fridays from 9:00 to 17:00 Rome time.	
17. An email has been sent to Andrew Meter (a.meter@cgiar.org), with the following information: <ol style="list-style-type: none"> a. Name and contact details of the sender b. Date of shipment c. Name of courier d. Courier's tracking number e. Completed Excel Data Form for each sample 	
18. This Checklist is enclosed in the package(s) containing the samples.	