SULLIVAN
COUNTY COMMUNITY COLLEGE
S · U · N · Y

RECIPE COLLECTION SHEET

For office use only | Recipe No.

Category

Recipe Title

Submitted By | Phone Number

INGREDIENTS: Use abbreviations: pt. qt. pkg. env. c. tsp. T. oz. lb. gal. doz. sm. med. lg.

DIRECTIONS:

INSTRUCTIONS

TYPE OR PRINT CLEARLY IN INK, NOT PENCIL
& PLACE ONLY ONE RECIPE PER FORM

- If more room is needed, use another sheet of the same size and staple together.
- List all ingredients in order of use in ingredients list and directions
- Include container sizes, e.g., 16-oz, pkg., 24-oz. can.
- Keep directions in paragraph form - not in steps.
- Use names of ingredients in the directions, e.g., “Combine flour and sugar.”
- DO NOT use statements like, “Combine first three ingredients.”
- Include temperatures and cooking, chilling, baking, and/or freezing times.
- Anything not part of the recipe (ingredients, directions, contributor name, serving size or recipe title) will not be included.
- Be consistent with the spelling of your name for each recipe you contribute.
- Your recipe should fit into the following categories:

APPETIZERS & BEVERAGES
SOUPS & SALADS
VEGETABLES & SIDE DISHES
MAIN DISHES
BREADS & ROLLS
DESSERT
COOKIES & CANDY
THIS & THAT

Send your recipe submission to:
Sullivan County Community College Foundation
Attention: Hillary Egeland
112 College Road
Loch Sheldrake, NY 12759

If you have additional questions please contact Hillary at 845-434-5750, ext. 4377
or email: hegeland@sullivan.suny.edu