

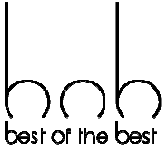
bob (Best of the Best) 2016 Forum Design Awards Competition Member Submission Criteria & Forms

GENERAL INFORMATION

1. Submission is due no later than Friday, December 4, 2015 at 5:00PM. No extension will be made to this date or time.
2. The ENTRY NUMBER which occurs in the footer of each form is the primary identifier for every design award submission.
3. IDENTIFICATION of the Project, Design Team Members and Firm(s) are to be provided ONLY on the 'Concealed Identity Form' and the 'Publicity Release Form'.
4. DO NOT IDENTIFY the Project, Design Team Members and/or Firm(s) on ANY other component of the Design Award submission (Floor Plans, Image(s), Design synopsis, Environmental Synopsis and/or CD/DVD).
5. The entrant is solely responsible for the accuracy and completeness of all information provided.
6. Entries are required to be submitted in English.
7. Failure to submit all required materials and/or comply with instructions will result in disqualification of the project submitted for award consideration, in the design awards competition.
8. The IIDA Georgia Chapter is not responsible for loss or damage incurred during shipping.
9. Project Submissions become the property of the IIDA Georgia Chapter, and may be used for publication and/or public relations purposes.
10. Project Submissions (winners and non-winners) will not be returned. Submitting firms and/or individuals are encouraged to keep a duplicate set of all submission materials for their records.
11. Projects may have been executed anywhere in the United States or abroad and must have been completed no earlier than January 1, 2014.
12. Winning entries will be required to submit high resolution images of their project and understand those images will be featured on www.iidageorgia.org.
13. The firm must review the photograph ownership/use agreement with their photographer and include credit requirements, etc.

AWARDS AND RECOGNITION

1. The Best of the Best is IIDA Georgia Chapter's highest honor. A single project will be presented at the culmination of the evening's event.
2. Thirteen Forum Design Awards will be presented: Best of Assembly, Best of Corporate (Small and Large), Best of Education and Research, Best of Government, Best of Healthcare (Small and Large), Best of Hospitality (Small and Large), Best of Historic Preservation, Best of Residential, Best of Retail and Best of Sustainable



JURY

A select jury of IIDA members and allied professionals, outside the state of Georgia, representing a balance of design background and experience, will judge the entries and select winners based on established criteria for each Forum. Judges have discretion over appropriate categories for project placement and their decisions are final.

INSTRUCTION & CHECK LIST

Confidential Information:

Provide the following via e-mail. All forms may be found in the following pages of this document.

1. Concealed Information Form
2. Publicity & Photography Release

Electronic Information on PowerPoint:

Provide the following on PowerPoint – Template and instructions attached

1. Entry number only – no personal name or firm name
2. Project Design Synopsis on first slide – 200 word maximum
3. Scope of Work on second slide – 200 word maximum
4. Environmental Synopsis on third slide – Sustainability Category only – 200 word maximum
5. Floor Plan – one floor plan per PowerPoint slide – no limit
6. Color Images – one image per PowerPoint slide – minimum 3 and maximum 10 images
7. Last slide is your Entry Number

Hard copies are no longer required for your bob 2016 entries.

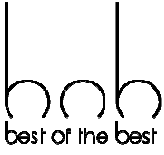
Submissions must be received by:

Katie Mitchell via email at - bobjudging@iidageorgia.org

In the event you cannot submit your PowerPoint and forms electronically, hard copies can be mailed to:

Office Images, Inc.
Attn: Douglas Westhoven
1515 Holcomb Woods Parkway
Roswell, GA 30376

ALL SUBMISSIONS MUST BE RECEIVED NO LATER THAN FRIDAY, DECEMBER 4, 2015 AT 5:00PM.



CONCEALED INFORMATION

(Complete and Return this Form in an e-mail to bobjudging@iidageorgia.org)

1. Design Teams must be comprised of at least one IIDA Member (application for membership may be pending, but must be approved prior to January 1, 2016).
2. Please identify Design Team Members who contributed to the project's overall success. This may include, but is not limited to: Associated Architect, Lighting Consultant; Art Consultant, etc. Additional Design Team members may be listed on a second copy of this form, as needed.
3. The Entrant is solely responsible for the accuracy and completeness of the information provided, as all subsequent award presentations and publication will be per the following information.

PROJECT INFORMATION

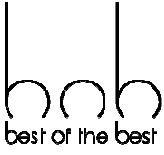
Construction Type (Circle one): New - Renovation - Tenant Fit-Out - Preservation or Adaptive Use	
Forum Category:	
Project Name:	
Project square footage:	
Date Completed:	
Has the project pursued any sustainable certifications? If so, Certified or Registered?	
What Level of Certification is has been achieved?	

CLIENT INFORMATION

NAME OF CLIENT – OWNER:	
NAME OF COMPANY/INSTITUTION:	
ADDRESS, CITY, STATE:	

PRIMARY DESIGN CONTACT

NAME:	
FIRM:	
IIDA NO:	
PHONE NO:	
EMAIL ADDRESS:	



DESIGN TEAM MEMBERS

NAME:	TITLE:	DESIGN FIRM:	IIDA No:

PHOTOGRAPHER INFORMATION

NAME:	
COMPANY:	
CREDIT LINE:	

Example: ©2010, John Doe Photography

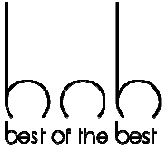
PUBLICITY & PHOTOGRAPHY RELEASE

By signature of this form below, the Entrant confirms that permission has been obtained by the Design Firm and/or Individual, the Owner, and the Photographer, and further agrees that the photographs submitted for this design competition may be used by IIDA and IIDA Georgia Chapter for publicity and public relations purposes, as described, in association with the 2015/2016 bob Forum Design Awards and Competition. The Entrant assumes all responsibility for the accuracy and completeness of the information provided. IIDA Georgia Chapter assumes no responsibility for copyright or photographic fees.

ENTRANT INFORMATION & SIGNATURE RELEASE

I confirm that this entry meets eligibility requirements and that this project was substantially complete not earlier than January 2014. I certify that permission has been obtained from the owner(s) and the photographer(s) to submit the photographs and project in this competition. I have reviewed the information shown on both the Concealed Information and also the Publicity & Photography Release forms to assure that it is true, accurate and complete for possible publication and for IIDA press releases. I verify that the individuals listed under 'Design Team' on the Concealed Information form, are the primary contributors of this work.





SIGNATURE: _____

NAME (PRINT): _____

DATE: _____

END OF CONCEALED INFORMATION

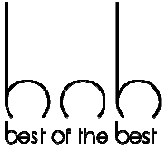
(Note: The following information is provided to the Judges. You may use this form or attach a separate sheet(s). Use only your Entry Form number to identify your forms. Attach Plans and Images separately.)

PROJECT DESIGN SYNOPSIS

Provide a 200-word (maximum) typed Project Design Synopsis which describes the client objectives, design concept and program, challenges and constraints, and unique responses and solutions. Include square footage and budget if available, along with other detailed information, as necessary, to communicate the design.

SCOPE OF WORK

Provide a 200-word (maximum) typed Scope of Work, provided by the Interior Design Team.



ENVIRONMENTAL SYNOPSIS

(Note: Environmental Synopsis required for Sustainability Category. Optional for all other categories. Synopsis will be provided to the Judges.)

Please answer the following 2 questions:

1. Why are you submitting this Project in the Sustainability Category? In 200 words or less, tell us the Project's sustainability story. Discuss how Sustainability supports your Project's design. Consider such topics as the Project's motivation to pursue sustainability, innovative materials use, water and energy conservation methods, the quality/health of indoor air, etc...

2. In 200 words or less, what makes this Project exemplary when it comes to Sustainability? At a minimum, sustainable projects contain low-emitting, local, recycled, or responsible materials, have implemented efficient water fixtures, and pursued energy efficient strategies. If applicable, describe the unique attributes (up to 3) that set this Project apart from others. Consider topics such as life cycle analysis, extraordinary water or energy conservation strategies, educational contribution to the local community or building industry, etc...