



**2018 Design
Excellence Awards
Call for Entries
Purchase & Submission Instructions**

IMPORTANT

- PURCHASE ENTRIES BETWEEN MONDAY, MAY 7 AND FRIDAY, JUNE 1 through link at www.azs.asid.org
- ENTRIES MUST BE COMPLETEY UPLOADED BY MIDNIGHT OF JUNE 1ST, 2018
- PUBLICITY RELEASE can be found at www.azs.asid.org now and will also be attached to email sent out with purchase(s)

Upon purchase of entries, an email will be sent with receipt. Entries may be uploaded as soon as purchase is complete. All categories purchased will be listed on purchaser's registration page. If there are any problems please contact either the awards chair at asidazawards@gmail.com or the site coordinator at Daniel@mckinneyit.com. Good luck!

ASID Arizona South Board & Awards Committee

CATEGORIES

- B01 Small Bathroom (overall floor space of the entire room(s) to be under 75 sf)
- B02 Large Bathroom (overall floor space of the entire room(s) to be 75 sf or more)
- C01 Singular Commercial Space
- C02 Commercial under 8000 sf (of submitting designer's work)
- C03 Commercial over 8000 sf (of submitting designer's work)
- K01 Small Kitchen (60 sf or less of countertop, not including ranges/cooktop/sinks)
- K02 Large Kitchen (60 sf or more of countertop, not including ranges/cooktops/sinks)
- L01 Outdoor Living Space
- P01 Residential Product Design
- P02 Commercial Product Design
- P03 Industry Partner Product Design
- R01 Singular Residential Living Space (i.e. Bedroom, Dining, Living or Family Room)
- R02 Singular Residential Specialty Space (i.e. Home Office, Closet, Fireplace wall, Exercise Room, Hobby/Craft, Bar, Wine Vault, Theater, Music, Accessible, Sustainable, Youth Space, Etc.)
- R03 Residential under 2500 sf (sf of submitting designer's work, not overall home size)
- R04 Residential over 2500 sf (sf of submitting designer's work, not overall home size)
- D01 Singular Residential or Commercial Design on a Dime Space (any singular space designed for under \$10,000.00 client cost (design fees, materials & labor; must include pricing when submitting))
- S01 Student Design Space

ENTRY COST INFORMATION

- Designer Single Entry Fee: \$100.00 per entry (no limit to number of entries purchased)
- Designer 3-Entry Package Fee: \$300.00 for 3 entries (\$50 of which will go toward cost of your purchase of either a Tucson Lifestyle Home & Garden or Biz Tucson Ad/Professional Profile); no limit to number of packages purchased
- Designer 6-Entry Package Fee: \$600.00 for 6 entries (\$150 of which will go toward cost of your purchase of either a Tucson Lifestyle Home & Garden or Biz Tucson Ad/Professional Profile); no limit to number of packages purchased
- Student Entry Fee: \$25.00 per entry (no limit to number of entries)

PAYMENT INSTRUCTIONS

- Go to www.azs.asid.org to be directed to a registration link where you will select your categories and pay. From there you will receive an email confirming your registration with a link to where you will upload your entries.

GENERAL ENTRY RULES & INSTRUCTIONS

- It is the entrant's responsibility to ensure that all materials submitted in projects being considered, meet the rules, regulations, category and eligibility requirements as stated in this call for entries.
- The ASID design awards committee and/or the judges reserve the right to disqualify any entrant for incomplete or incorrect submissions.
- Entry fees are non-refundable in the event that an entry is disqualified or entry is not uploaded within the given time frame.
- Name of designer, logo or business on any submitted materials in any form will disqualify an entry
- Entries that have previously won any award through ASID AZ South cannot be submitted.
- Entries that have previously been entered but have not won an award through ASID AZ South can be entered again, as long as they have been completed within the last 2 years (June 2016).
- Designers may only enter and submit entries if they themselves are members of ASID, either Student Member, Associate ASID, Allied ASID or ASID.
- Any projects submitted as entries must have been completed within the last two years (by June 2016)
- A space submitted in one category cannot be submitted in any other category (i.e. A Kitchen cannot be submitted on its own and also as part of a larger residential category; or Design on a Design Space cannot be included in another category)
- Criteria can include, but is not limited to:
 1. Quality of design
 2. Resolution of problems and goals presented
 3. Innovation and Creativity
 4. Quality of the entry (photography, narrative, completeness, product information, etc.)
- Entries will be weighted individually and in competition with other entrants in each category.
- Jury decisions will be based solely on the materials submitted.
- Judging will be performed by volunteer members from ASID Chapters **other** than Arizona South and shall remain anonymous
- All documents, photographs, scans, floor plans and elevations submitted become the property of ASID Arizona South
- ASID Arizona South, Tucson Lifestyle Home & Garden & Biz Tucson reserve the right to crop, edit, resize and use submitted entries at their discretion unless permission has been specifically restricted.

- ASID Arizona South, Tucson Lifestyle Home & Garden & Biz Tucson reserve the right of full discretion to utilize winner's photographs in any publication, electronic format or other media unless permission has been specifically restricted.
- ASID Arizona South cannot guarantee the inclusion of any or all winners' photography or Designer's information in subsequent publications where editorial decision-making is beyond ASID Arizona South's control.
- Designers, design team members, clients (if disclosed), project information & product information will be credited at the discretion of ASID Arizona South, Tucson Lifestyle Home & Garden and Biz Tucson.
- Winners will be announced at the 2018 ASID Arizona South Design Excellence Awards in September 2018.

GUIDELINES FOR SUBMITTING REQUIRED DRAWINGS/PHOTOS & PRESS RELEASE

- 1) Professional Photography* – number each one to relate to symbols on floor plan
 - a. Maximum number is 10; minimum of 1
 - b. MUST be 300 dpi .jpg file, sized 8x10, for reproduction
- 2) Before Photos* -- also in .jpg format
 - a. Required (if a remodel); maximum of 3, minimum is 1
 - b. You are encouraged to only include images that relate to your professional photos & submitted plans
- 3) Required Drawings in .jpg or .pdf format
 - a. Overall Floor Plan on one sheet*
 - i. Format plan to a scale (1/2", 1/4", 1/8" = 1'-0" etc) ; must note scale on plan
 - ii. Indicate on floor plan where professional photos were taken from with numbered symbols that relate to number of each professional photo
 - b. One additional sheet* (lighting plan, elevations, detail plan, rendering, etc.)
 - i. Format plan to a scale if applicable (1/2", 1/4", 1/8" = 1'-0" etc); note scale on plan

****NO designer name(s), logo or business name may appear on any plans or photographs***

CONTEST WEBSITE

Once you are linked to the contest website please login with the user name and password provided to you in the email.

- Click on **Entry List**
- Select contest to View: 2018 ASID AZ South Design Excellence Awards. Select the GO box.
- From here you should see a list of the categories you entered and paid for previously.
- Select the first entry. You will do this one at a time. Please remember to select **SAVE** after all forms/photographs have been uploaded and entered.
- Please note: If an entry that you paid for is not in the list of categories, please contact asidazawards@gmail.com as soon as possible.

UPLOADING ENTRY IMAGES

- 1) ***Photographs:*** This is where you will upload professional photographs of your entry.
 - a. Select ***Browse***. Locate your professional photography. Select one photo and then click ***Upload***. Repeat these steps until all professional photographs have been added (please be sure to read format requirements above)
 - b. Once each image has been uploaded, go back and click on one image at a time. A box should appear below the image. This is where you will type a short caption-number these

captions to correspond with the numbered symbols on your plan that indicate camera angle. Click **Save All** after each caption has been typed.

- 2) **Drawings/Before Photos:** These is where any before photos and/or drawings will be uploaded
 - a. Select **Browse**. Locate your drawings first. Select floor plan drawing and then click **Upload**. Repeat these steps with the 2nd drawing/details/rendering followed by any before images (please be sure to read format requirements above)
 - b. Click **Save All**
- 3) **Publicity Release:** This is where your scanned press release form will be uploaded
Select **Browse**. Locate your scanned press release form. **Upload**.
 - a. Click **Save All**.
- 4) After these items have been uploaded and saved click on the back arrow to go back to the category home. Next you will select **Basic Entry Information**.

BASIC ENTRY INFORMATION

- 1) Fill out all information as clearly and accurately as possible. Once this is saved it cannot be changed!
- 2) Once you are done and have reviewed the information click **Save All**.
- 3) Click the Back arrow button to get back to the main category page where the Manage Entry Images/Forms are located.
- 4) Next you will select **Entry Specific Information**.

ENTRY SPECIFIC INFORMATION

- 1) Fill out all information as clearly and accurately as possible. Once this is saved it cannot be changed!
- 2) Questions are as follows:
 - a. Estimated project square footage
 - b. Project Narrative (not to exceed 250 words)
 - c. Briefly identify 3-4 project goals
 - d. Briefly identify 3-4 project challenges
 - e. Extent of designer work (please check boxes that apply)
 - f. List any products that can be purchased locally, and from whom
 - g. For category D01 Only:
 - i. Briefly describe and show a client cost of all items purchased (design fees, materials & labor must be included pricing when submitting)
 - ii. Briefly describe all items that were reused (i.e. existing toilet, sink, appliance, etc)
- 3) Once you are done and have reviewed the information click **Save All**.

MULTIPLE ENTRIES: Repeat all of the above steps for multiple entries.

Good Luck!!!

If you have any questions or concerns please contact: asidazawards@gmail.com

