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**Thank you for entering the 2014 ASID Carolinas Excellence in Design Awards competition**

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Your

- (1) Completed entry information and
- (2) **entry fee of \$75** per entry

**MUST** be received by  
**Friday, May 24th at 5:00 PM.**

**NO EXCEPTIONS.**

You will send your entries ***DIGITALLY***.

Please complete the Entry Form

**[HERE](#)**

to receive your unique Dropbox folder  
information for submitting your entry.

## SUBMISSION ENTRY REQUIREMENTS

All submissions **MUST** be submitted electronically.

- Multiple projects may be submitted – but will need to be saved in separate subfolders within your DropBox folder.
- Each folder should be named: Submission 1, Submission 2 & so on.

When complete, you will have two sets of information for every submission:

- (1) With Design Category Page and Concept Statement, all photos, drawings, plans and (optional) pictures of materials used – but no identification of any kind; and
- (2) A separate Concealed Identification folder with all completed forms and identification therein.

*The submissions should be made in the following order:*

▪ **Page #1 -Design Category page:**

- This page must be filled out completely.
- Please clearly mark the Design Specialty Category & complete the Design Project Checklist.

▪ **Page #2 - Concept Statement:**

- Please specify the category in which you are entering on top left corner of this page
- Save this statement AND the Design Category page together, for the Judges to use.

**NO names or addresses of the project, client or design firm may appear in this statement.**

▪ **Page #3- Project Submittal**

- All photographs submitted must be taken by a professional photographer and at least 300 dpi.
- A minimum of TWO interior photographs are required.
  - They MUST be full color AND 8X10 prints (when printed)
    - EXCEPT for SINGLE SPACE or DESIGNER HOUSE – one print is the necessary amount for those
- A floor plan(s), reduced but legible is required.
  - MUST fit – when printed – on 8 ½” x 11” or 11” x 17” (folded)
- Elevations, details, color or fabric swatches are encouraged but not required

**PLEASE save all photographs, elevations, floor plans, and details into your folder labeled Submission 1 (or the correct number of your Submission) WITH the Design Category page AND Concept Statement page.**

**NO names or addresses of the project, client or design firm may appear in the photographs or the printed material.**

## SUBMISSION ENTRY REQUIREMENTS [cont'd]

### ▪ Concealed Identification Packet:

- To ensure confidentiality, the following items must be concealed.
  1. Please save a “Concealed Identification Packet” in EACH submission DropBox subfolder, which should each be labeled - “Submission 1”, “Submission 2”, etc.
- FORMS to include in EACH folder:
  1. Concealed Identification Form
  2. Consultants Identification Form
  3. Owner Permission Form
  4. Photography Permission Form.

Once received, you will receive a confirmation email which certifies your items have been uploaded to DropBox and entered into the Award Database.

### ELIGIBILITY

Participants **MUST** be:

1. ASID Carolinas members in good standing
2. Actively engaged in the practice of interior design.

Awards will be presented to **individuals**, not firms.

### ENTRIES

- Each entry, except for the Designer House category must represent a permanent installation completed no earlier than January 1, 2011 (three years prior to “award year”).
- Designer House category – each entry must represent an installation completed no earlier than January 1, 2013 (one year prior to the “award year”).
- There shall be a limit of two (2) entries per category.
- Each entry requires an entry fee.
- **A project submitted by a Designer with fellow team members will require the team member’s names and certification by the Firm’s principal that the Designer was responsible for 51% or greater participation in the submitted design project.**
- Projects featured in print media may be entered.
- Non-winning projects may be re-entered in the following year providing the entry meets the calendar year requirements.
- With the exception of Specialty Category entries, photo submission shall not be “staged vignettes”
- Each entry photo shall represent a submission comprising an entire room.

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**Entries not following instructions or not meeting the criteria and eligibility rules will be disqualified.**

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## SUBMISSION ENTRY REQUIREMENTS [cont'd]

### AWARDS

- **There are 3 possible Awards:**
  1. A First Place Excellence In Design Award
  2. A Second Place Excellence In Design Award and
  3. An Honorable Mention Excellence In Design Award
- The Honorable Mention Excellence In Design Award is given to a project that exemplifies excellence in meeting the judges' criteria, but not at the same level of achievement as the First and Second Place Excellence In Design Awards.
- No awards will be given in categories where the entries have not produced an outstanding project
- Each project is judged against the design criteria, not each other.
- Winners will be honored at the Excellence in Design Awards Gala, published in *Carolinas Eye on Design*, winter issue, and featured on the ASID Carolinas web site.

### CONCEPT

The design competition recognizes projects by members of the ASID Carolinas that represent excellence in interior design by successfully addressing client objectives and demonstrating creativity and skillful problem solving in the following design criteria categories.

### DESIGN CRITERIA

- Success in meeting the client needs (aesthetic & functional) as stated in Concept.
- Creative response to client's stated needs/objectives
- Use of space planning to achieve functional objectives
- Scale and proportion
- Color Composition
- Effective use of light
- The relationship of the materials, and their textures and patterns
- Effective use of budget
- Attention to detail

### JUDGES

- Professional ASID members of another chapter will judge the projects.
  - All decisions made by the judges are final.
  - The judges reserve the right not to issue an award for any category where they do not feel the quality of the work meets certain design standards.
  - They also reserve the right to award any combination of honors in a particular category - e.g. a Second Place Award in absence of a First Place Award.

## DESIGN CATEGORY PAGE

Check only **ONE** category

### RESIDENTIAL

- Residence under 3,500 sq ft
- Residence over 3,500 sq ft
- Multi-unit Residence  
(condo, townhouse, apartment)
- Model Home
- Designer House
- Vacation/Secondary Home
- Sustainable
- Kitchen
- Bathroom

### SPECIALTY

- Furniture or special cabinetry  
(Custom designs)
- Singular Space  
(Part of a larger residence such as a living room, dining room or part of a contract space such as a conference room)
- Transportation (Trains, Planes, Boats etc.)
- Historic Renovation
- Adaptive Reuse

### CONTRACT

- Corporate under 7,000 sq ft  
(Offices, Financial Institutions)
- Corporate over 7,000 sq ft  
(Offices, Financial Institutions)
- Health Care under 7,000 sq ft  
(Medical Offices, Care Facilities)
- Health Care over 7,000 sq ft  
(Hospitals, Nursing Homes)
- Hospitality  
(Hotels, Inns, Restaurants, Resorts)
- Institutional  
(Museums, Libraries, Schools, Day Care Centers)
- Retail (Stores, Malls)
- Sustainable
- LEED

## PROJECT CHECKLIST

[This information aids the judges in assessing conditions of the project]

Approx. square feet of entire project: \_\_\_\_\_

Approx. square feet of Designer's direct responsibility: \_\_\_\_\_

Approx. budget (low, moderate, high-end) in comparison to other projects of the same size and type:

\_\_\_\_\_

Approx. time scale [rush, normal, long term]: \_\_\_\_\_

Approx. time period from conception to completion: \_\_\_\_\_

## DESIGN CONCEPT INSTRUCTIONS

Describe the design concept in *500 words or less* on a blank sheet of paper  
Use a *bullet or outline form*

### PLEASE ADDRESS THE TOPICS INDICATED BELOW:

- **Category**
- **Project Description**
- **Client's Objectives/Needs**
- **Challenges/Obstacles**
- **Opportunities**
- **Design Solutions & Applications**
- **Budget Parameters and how they were addressed**
- **Evaluation & Measurement of Success**
- **Your personal role in the project phases**  
[e.g., space planning, specifying materials and finishes, designing furnishings and equipment, etc.]
- **Any noteworthy technical features**
- **ADA, environmental issues, health or safety features**  
[Note codes/ LEED Ratings where applicable]

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In addition to your concept, please include a **one or two sentence** description of **each photo** selected and **why you chose it** to showcase your project.

[This aids the judges in details to examine as well as helping the Awards Committee present an accurate description of your slides.]

# 2014 EXCELLENCE IN DESIGN AWARDS

## CONCEALED IDENTIFICATION FORM

PLEASE TYPE AND SAVE IN THE SEPARATE CONCEALED IDENTIFICATION SUBFOLDER FOR EACH SUBMISSION

Complete all information requested. Your ASID membership number is required. If more than one Consultant has been used, please identify on next page.

Category (Residential, Contract, Specialty): \_\_\_\_\_

Project Name & Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### INTERIOR DESIGNER #1:

[Please put your name as you would like it to appear on your Award]

Name: \_\_\_\_\_

Membership #: \_\_\_\_\_ Address: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

If more than one ASID member designer participated in this project, and deserves his/her own award, please list him/her on the next page.

By entering as Designer #1, you CERTIFY that your involvement represents 51% or greater effort in the total project.

# 2014 EXCELLENCE IN DESIGN AWARDS

## CONCEALED IDENTIFICATION FORM

PLEASE TYPE AND SAVE IN THE SEPARATE CONCEALED IDENTIFICATION SUBFOLDER FOR EACH SUBMISSION.

Complete all information requested. ASID membership number is required.

### INTERIOR DESIGNER #2:

[Please put your name as you would like it to appear on the Award.]

Name: \_\_\_\_\_

Membership #: \_\_\_\_\_ Address: \_\_\_\_\_

Name of Firm's Principal: \_\_\_\_\_

Signature of Firm's Principal: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### INTERIOR DESIGNER #3:

[Please put your name as you would like it to appear on the Award.]

Name: \_\_\_\_\_

Membership #: \_\_\_\_\_ Address: \_\_\_\_\_

Name of Firm's Principal: \_\_\_\_\_

Signature of Firm's Principal: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## CONSULTANT'S IDENTIFICATION FORM

PLEASE TYPE AND SAVE IN THE SEPARATE CONCEALED IDENTIFICATION SUBFOLDER FOR EACH SUBMISSION.

**ARCHITECT** [*if applicable*]

Name: \_\_\_\_\_

**LIGHTING DESIGNER** [*if applicable*]

Name: \_\_\_\_\_

**LANDSCAPE ARCHITECT** [*if applicable*]

Name: \_\_\_\_\_

**PHOTOGRAPHER(S)**

Name: \_\_\_\_\_

**OTHER CONSULTANT**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**PROPERTY**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

### **PUBLICATION**

These projects are subject to publication.  
The designer **MUST** have the **client's permission IN WRITING**.  
If the client does **NOT** want the project published,  
please acknowledge in permission documents.



## OWNER PERMISSION FORM

PLEASE TYPE AND SAVE IN THE SEPARATE CONCEALED IDENTIFICATION SUBFOLDER FOR EACH SUBMISSION.

### INSTRUCTIONS

- Complete along with Entry Form and Photography Permission Form
- **NOTE:** If your firm’s contract with the owner of this project gives you permission to publish the photographs for your own marketing purposes, then simply include a letter to ASID Carolinas taking full responsibility / absolving the ASID Carolinas Chapter of legal liability.
- Then, in the OWNER PERMISSION section of this form, write “See attached - Owner letter.”
- However, you **MUST** fill out the remainder of the form.

### DESIGNER & PROJECT

Primary Entrant Name: \_\_\_\_\_

Category: \_\_\_\_\_

Project Name: \_\_\_\_\_

### OWNER PERMISSION

Owner Name(s): \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner City, State & Zip: \_\_\_\_\_

Owner Phone: \_\_\_\_\_

*I / We the owner(s), hereby give permission for my/our project to be entered into the ASID Carolinas Excellence In Design Awards. I / We understand that by granting this permission, photographs of my / our project may be published on the ASID Carolinas website (asidcarolinas.org), and / or in Carolinas Eye on Design magazine.*

My/Our name **MAY** \_\_\_\_\_ **MAY NOT** \_\_\_\_\_ be used in any published articles.

Owner(s) Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## PHOTOGRAPHY PERMISSION FORM

### INSTRUCTIONS

- Complete this form – along with Entry Form and Owner Permission Form
  - **NOTE:** If your firm’s contract with the photographer of this project gives you permission to publish the photographs for your own marketing purposes, then simply include a letter to ASID Carolinas taking full responsibility /absolving the chapter of legal liability.
    - Then, in the PHOTOGRAPHER PERMISSION section of this form, write “See attached - Photographer letter.”

### DESIGNER & PROJECT

Primary Entrant Name: \_\_\_\_\_

Category: \_\_\_\_\_

Project Name: \_\_\_\_\_

### PHOTOGRAPHER PERMISSION

Photographer Name: \_\_\_\_\_

Photographer Phone: \_\_\_\_\_

*I, the photographer of the project images, hereby give permission for their use in the ASID Carolinas Excellence In Design Awards. I / We understand that by giving this permission, the photographs may be published – with full photography credit – on the ASID Carolinas website (asidcarolinas.org), or in Carolinas Eye On Design magazine.*

Photographer Signature: \_\_\_\_\_

Date: \_\_\_\_\_