



CALL FOR ENTRIES

IN BUSINESS magazine invites your participation in the 3rd annual **Greater Madison Commercial Design Awards**. The winners in each award category will be unveiled at an awards dinner in May 2010 (date and location TBD). The winners will also be featured in the May 2010 issue of IN BUSINESS magazine with the 2010 Project of the Year gracing the cover of this anticipated issue.

AWARDS

Two awards will be given out for each category when applicable. The **winning project** in each category will be presented with one award trophy, given to the qualifying nominee. In addition, one **Merit Award** certificate will be awarded in each category. Each award winner will also receive an electronic copy of their award certificate, suitable for framing by the companies involved with the winning project.

AWARD CATEGORIES*

- Best New Development – Office or Retail
- Best Renovation – Office or Retail
- Best New Development or Renovation – Agribusiness
- Best New Development or Renovation – Education
- Best New Development or Renovation – Health Care
- Best New Development or Renovation – Hospitality
- Best New Development or Renovation – Residential (Multi-Unit)
- Best Green-Built Project
- **Project of the Year** (all entries will be put into consideration for this award)

**Projects may be submitted for more than one category if applicable.*

JUDGES

IN BUSINESS magazine has established a distinguished judging panel with a wide range of expertise in commercial design. Judges have been recruited from outside of the Madison area to ensure non-bias.

ELIGIBILITY

For consideration in each award category, submitted projects **must have been completed between January 1, 2009 and December 31, 2009**.

When design input arises from two or more firms, they shall be listed alphabetically. All participants substantially contributing to the design of the project must be given credit as part of the submission.

Continued on the next page.

NOMINATION MATERIALS

Nomination materials must be sent to IN BUSINESS magazine no later than **January 15, 2010**.

Nomination Materials must include the following:

1. Completed entry form
2. Completed project statement questionnaire
3. Blueprints, floor plans and/or renderings
4. One CD per submission with 7 to 12 project photographs per project.* Be sure to include both interior and exterior photographs. Three folders must be on each CD:
 - a. One folder for **high resolution images** (300 dpi CMYK), saved as .jpg or .tif files sized to 100%. If possible, pictures should be 10 inches in width.
 - b. The second folder must include the *same* photographs saved as **low resolution images**, suitable for Web posting (72 dpi RGB), saved as .jpg files sized to 370 x 230 pixels.
 - c. The third folder must include **Word documents** of any written items for judging consideration, including the Project Statement questionnaire.

**A maximum of 12 photos accepted per project. If a project is submitted in a renovation category, you may include up to 5 additional "before" photos for a maximum of 17.*

IN BUSINESS magazine does not accept responsibility for errors in submitted material. By making a nomination, each entrant gives IN BUSINESS magazine permission to publish the photographs.

DATES, FEES AND ENTRY FORMS

Entry Forms & Nomination Materials must be mailed to IN BUSINESS magazine with entry fee no later than **January 15, 2010**.

Entry Fees: \$35 per project submitted in each category. If you are submitting one project in multiple categories, you will incur a \$35 fee per category (not including Project of the Year). Checks can be made payable to IN BUSINESS magazine and must be included with your entry materials.

Photo Fees (if needed): If you do not have photos of your project, Eric Tadsen, IN BUSINESS magazine cover photographer, is available for an onsite photo shoot at a rate of \$100 per image. Contact Eric at eric.tadsen@gmail.com.

Send entry forms to:

Commercial Design Award committee
IN BUSINESS magazine
200 River Place, Suite 250
Madison, WI 53716

INQUIRIES AND RETURN OF ENTRIES

Entry materials will be returned only upon request. If requested, materials will be returned within 30 days after their use by IN BUSINESS magazine for publicity in the interest of the profession. Earlier return may be requested. All requests for return must be made by April 1, 2010.

QUESTIONS?

Contact: Jessica Hamm at 608-204-9655 x35 or via e-mail at jessicah@magnapubs.com.



ENTRY FORM

Project (Name and Address)

Interior Design Architect (Name, Address, Phone)

Date of Project Completion

(Must fall within the 2009 calendar year)

Engineer (Name, Address, Phone)

Award Category (see "Call for Entries" for categories)

Consultants (Name, Address, Phone)

Owner/Developer (Name, Address, Phone)

Photographer (Name, Address, Phone)

General Contractor (Name, Address, Phone)

Legal Counsel (Name, Address, Phone)

Architect (Name, Address, Phone)

Submitted by (Name, Company, Address, Phone, E-mail)

Mail to:

Commercial Design Award committee

IN BUSINESS magazine | 200 River Place, Suite 250 | Madison, WI 53716

Enclose \$35 entry fee per project per category submission made payable to IN BUSINESS magazine.

Check here if you would like your materials returned.

Check here if you would prefer to have the project owner accept an award if your project is chosen for recognition. (By default, the *qualifying nominee* of the recognized project will be presented with the award.)



PROJECT SUMMARY QUESTIONNAIRE

Please answer the following questions about each project submission on a separate sheet of paper. Limit responses to 400 words per question.

1. Project Name
2. What is the building's purpose?
3. What was the budget for this project? (*This information is for judging purposes and will not be made public.*)
4. How many people are expected to use this building?
5. What impact has the project had on the surrounding community?
6. What are the unique features that set this project apart from others in the same category?
7. *Green-Built entries only:* Please provide details of the project's green-built features and its environmental impact. (Limit 750 words)