

Mission Statement

AIA Chattanooga serves our members by providing a collective voice while promoting the profession of architecture in Chattanooga.

AIA Chattanooga Design Awards Submission Instructions

Introduction

Thank you for entering the AIA Chattanooga Design Awards. In an attempt to be more sustainable and encourage further development of the design awards, submissions are due electronically. Below are the submission requirements, please follow the instructions and remember that entries are due by **5pm, March 15 2017**.

Qualifying Criteria

Applicants must be current members of AIA Chattanooga Chapter.

Project must have been completed in 2016 and be a new construction project.

Two categories of award will be judged: Residential and Commercial

Submission Fee

A \$100 non-refundable submission fee applies to each submission. The fee must be paid by submission deadline of 5pm, March 15, 2017. Submissions may be paid via paypal https://www.paypal.com/cgi-bin/webscr?cmd=_s-xclick&hosted_button_id=GYKFC57DYVWR8 or by check made payable to green|spaces memo: BRIC mailed to 63 E. Main Street Chattanooga, TN 37408

Compile the Entry

To submit a completed entry, assemble the following files:

(Note: Replace Zxx with the letter and two digit number assigned to you, e.g. R04 or N12 or I02)

PowerPoint Presentation - Maximum size 50mb

Provided to you: *DA-14-EntryTemplate.ppt* Re-naming Convention: *Axx-Presentation*

2 High Resolution Images – jpeg, 300 dpi, 8"x10" (eg. 1 exterior & 1 interior photo)

Re-naming Convention: *Axx-Image1* & *Axx-Image2*

Entry Form - Electronically completed (see included form)

Provided to you: *DA-14-EntryForm.pdf* Re-naming Convention: *Axx-Entryform*

Zip File - Once finished, compile the above files into a zip file named *Axx* or *Pxx* If your submission number is A45, your zip file should contain: *A45-Presentation.ppt*, *A45-Image1.jpg*, *A45-Image2.jpg* and *A45-EntryForm.pdf* Total size of zip file should not exceed 75 mb.

Upload the Entry

Once your entry is compiled, email to dawn@greenspaceschattanooga.com or if too large place in a dropbox and share. **Each entry must be uploaded separately. Un-requested files will be ignored.**

Thank you for your participation in the AIA Chattanooga Design Awards, and best of luck!



Project Submission Form

Project Name: _____ Project Location: _____
 Owner/Client: _____ Residential or Commercial: _____

Architect and Consultant Information (Fill in as necessary)

Architect of Record #1 (Submitting Architect)

Firm Name _____ AIA Member? _____
 Address: _____

Architect of Record #2

Firm Name _____
 Address: _____

Project Team (names separated by commas)

Names: _____

Landscape Architect

Names: _____

Consultants:

Company _____	Focus: _____
Company _____	Focus: _____
Company _____	Focus: _____
Company _____	Focus: _____

General Contractor

Name: _____

Photography Credits:

Name: _____	Slides Attributed: _____
Name: _____	Slides Attributed: _____

On Separate Sheet, Complete the following:

- | | |
|--|-------------------------|
| Program Information (copied from slides) | Project Square Footage |
| Program Summary – 25 word max | Project Total Cost (\$) |
| Program Statement – 250 word max | |
| Additional Notes | |