



# ARCHITECT OF THE YEAR AWARDS 08

Thursday 30 October 2008 at the London Hilton, Park Lane



Organised by



Closing date for entries:  
**5pm Friday 25 July 2008**

# How to enter

- 1 To enter the 2008 Architect of the Year Awards, please fill out the entry form on page 4 of this document.
- 2 We welcome entries into as many categories as you wish to enter, but please submit a separate entry and entry form for each category.
- 3 Entries should take the form of either one or two A1 presentation boards; a pack of supporting documentation; and a CD duplicating your entry in digital form. For more details of how to present your entry, please see below.
- 4 Each entry should consist of a minimum of two and a maximum of four projects. At least one and no more than 3 projects should have been completed (or reached practical completion) in the period July 18 2006 to July 18 2008. The remaining project/s can be either under construction, or unbuilt schemes designed in the same two-year window. In the case of the Masterplanning category at least one of the projects should have commenced construction during the 2 year period.
- 5 Entries must be submitted by 5pm on Friday 25 July to Architect of the Year Awards, Kellie Torr, 3rd Floor, Ludgate House, 245 Blackfriars Road, London, SE1 9UY. A shortlist of practices will then be selected in each category by late July, with judging taking place in September.

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## Each entry must contain the following:

### a) A1 Presentation board/s

- Please include the name of the practice and the title of the category you are entering on each individual board.
- Please make a clear distinction between completed projects and uncompleted or unbuilt work. You may choose to use separate boards to display the two types.
- For each project in the entry, the information on the board/s should include

*the project's name, location, client, dates for the commencement and completion of construction and contract value;*

*a concise 100-250 word description of the project, conveying the challenge of the brief, the design intent, and key facts;*

*as many photographs, sketches and/or visualisations as you feel appropriate;*

*one plan and one section drawing.*

- The A1 boards from shortlisted practice will go on public display, so please ensure that all board/s are robust enough to cope. Unfortunately, they cannot be returned.

### b) Supporting information pack

- Please include a 500 word statement setting out your practice's recent achievements in the sector. Describe the scale and type of work the practice is handling, and how this is developing. List any specific clients you are proud to have worked with, any relevant awards you have won, or any wider initiatives (such as reports, research or exhibitions) undertaken in the sector.

- Please also submit a short 250 word statement on the practice's approach to sustainable design and energy efficiency in the submitted projects. Any additional supporting evidence will be welcomed, for instance

Breem assessment;  
EcoHomes assessment;  
Code for Sustainable Homes rating;  
Display Energy Certificate;  
Post-occupancy evaluation.

- For each project in the entry, please also submit a duplicate copy of the 100-250 caption included on the presentation boards.
- For shortlisted practices, a member of either the judging panel or BD's editorial team will visit one of the completed buildings. Please include the full address of each completed building, together with details of opening hours, contact details for the client or client representative, and information on how to arrange access.

### c) CD of award entry

For each category you are entering, please also supply a CD duplicating the information on the A1 boards and supporting information pack, as well as a copy of the awards entry form.

Please save all images at 300 dpi, and all documents in Word or pdf format. All files should be labelled in the format CategoryPracticeScheme. For shortlisted practices, the digital images will be used in the AV presentation at the awards dinner.

The quality of presentation is important in the judging process, so entries that are incomplete, or feature unclear images or descriptions, will be at a disadvantage. The decision of the judges is final and no correspondence will be entered into about individual entries.

# How the Awards will be judged

Our judges will be a combination of industry experts and representatives from leading clients.

The judges will be looking for the firms that demonstrate the best all-round design excellence, technical consistency, fitness for purpose and high standards on sustainable design. The size of the projects featured will not be a factor in their deliberations.

Building Design will publish the names of the judging panel in the early summer of 2008, and the information will also be posted on [www.aya08.co.uk](http://www.aya08.co.uk) and on [www.bdonline.co.uk](http://www.bdonline.co.uk).

Shortlisted practices will be informed in late July 2008, and their names published on [www.bdonline.co.uk](http://www.bdonline.co.uk). A member of the judging panel or BD editorial team will visit at least one completed building from each of the shortlisted practices in each category, and entrants should supply the necessary information to facilitate this.

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## Eligibility

For the purposes of these awards the word "building" includes any structure – whether new, restored, rehabilitated or converted – that contains an element of executed design work. All the projects on the panel must have been designed by an individual architect or architectural firm whose principals are members of a recognised architectural institution or professional body.

Entries can show projects from across the UK or beyond, but entries can only be submitted by architectural firms that have a permanently staffed office in the UK (although they need not necessarily be headquartered in the UK).

All entries must be submitted using the official entry form, which must be submitted in hard copy form and also saved as a Word document or pdf file on the CD.

The submission of an entry form will be taken to imply the granting of permission to publish all materials and particulars of the projects featured free of any copyright restrictions, including photographs and plans. The wording of any certificates or trophy inscriptions will be based strictly on the details provided in the entry form.

Entrants are asked to note that the organisers will not normally confirm the safe receipt of entries and that it may be several weeks before they are notified if they are a finalist or not. The decision of the juries is final and no correspondence will be entered into about individual entries.

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## Exhibition of finalists

It is envisaged that the A1 boards submitted by all the finalists in each category will be used for a public exhibition. The digital images submitted on the CD may be used in an audio-visual presentation at the awards dinner.

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## Co-operation

All entrants agree to co-operate with the organising team from Building Design and to allow reasonable access to the media should they wish to interview them.



## For more information

Call Kellie Torr on 0207 921 8121 or email: [ktorr@cmpi.biz](mailto:ktorr@cmpi.biz)

# Entry Form



Please tick the category which you are entering:

- |  |   |
|--|---|
| <input type="checkbox"/> Affordable Housing Architect of the Year                | <input type="checkbox"/> Industrial/R&D Architect of the Year   |
| <input type="checkbox"/> Private Housing Architect of the Year (over 14 units)   | <input type="checkbox"/> Masterplanning Architect of the Year   |
| <input type="checkbox"/> Private Housing Architect of the Year (one to 14 units) | <input type="checkbox"/> Offices Architect of the Year          |
| <input type="checkbox"/> Education Architect of the Year                         | <input type="checkbox"/> Public Buildings Architect of the Year |
| <input type="checkbox"/> Healthcare Architect of the Year                        | <input type="checkbox"/> Retail Architect of the Year           |
| <input type="checkbox"/> Interiors Architect of the Year                         | <input type="checkbox"/> Sport & Leisure Architect of the Year  |
|  | <input type="checkbox"/> Transport Architect of the Year        |

Name of firm that is entering

Full postal address

Contact person

Telephone number

Email address

The information provided on the panel(s) is accurate and we have complied with all the eligibility criteria set out in the entry form

Signed

Date

**Deadline:** Entries must be submitted, by 5pm on Friday 25 July, to Architect of the Year Awards, Kellie Torr, Ludgate House, 245 Blackfriars Road, London SE1 9UY.

Information you supply to CMP Information Ltd may be used for publication (where you provide details for inclusion in our directories or catalogues and on our websites) and also to provide you with information about our products or services in the form of direct marketing activity by phone, fax or post. Information may also be made available to 3rd parties on a list lease or list rental basis for the purpose of direct marketing. If at any time you no longer wish to receive anything from CMP Information Ltd or to have your data made available to 3rd parties, please write to the Data Protection Co-ordinator, Architect of the Year Awards, CMP Information Ltd, FREEPOST LON 15637, Tonbridge, TN9 1BR, Freephone 0800 279 0357 or email [dpa@cmpi.biz](mailto:dpa@cmpi.biz)