

2016 HIA-CSR NSW HOUSING AND KITCHEN & BATHROOM AWARDS

ENTRANT INFORMATION BOOKLET

Recognising excellence in:
Housing
Kitchens & Bathrooms
Professional Builders and Renovators
Business Partners



MAJOR PARTNER





2016 HIA-CSR NSW HOUSING AND KITCHEN & BATHROOM AWARDS

HIA Housing and Kitchen & Bathroom Awards provide the opportunity to showcase your outstanding building work. More and more, **consumers are choosing HIA award winners and finalists** for their exceptional workmanship, flair and design excellence. *Isn't it time to put your business in front of consumers looking for the best?*

Entering your kitchen and bathroom projects and designs is now even simpler

Your kitchen and bathroom Award submissions can now be securely uploaded directly to HIA online via hia.com.au/nswawards. Simply gather the documents required for your entry (see the checklists in this booklet), and then upload by the closing date – it's that easy.

To get your submission started, use this booklet to choose the best categories for your projects using the category definitions and judging criteria; take a look at the submission requirements in the checklist; and make sure you understand the conditions of entry. You can enter any projects you have completed in the two years leading up to the closing date.

HIA Awards recognise excellence in the construction, design, innovation, efficiency and technology of housing, kitchens and bathrooms.



Close of Entries

Professional Builder and Business Partner categories close Friday 17 June 2016.

All entries must be received at the HIA NSW office before, or **by 5.00pm on Friday 10 June 2016**.

Entry Fees

NSW Housing entry fees

Early bird entries	\$425
Subsequent early bird entries	\$350
Entries (submitted after 6 May)	\$480
Subsequent entries (submitted after 6 May)	\$400
Apprentice Awards	complimentary
Business Partner	complimentary
Professional Small Builder / Renovator	\$330
Professional Medium Builder / Renovator	\$440
Professional Major Builder	\$550
Work, Health & Safety	\$140

Northern NSW Housing entry fees

Early bird Housing entries	\$285
Housing entries (submitted after 6 May)	\$340

Kitchen & Bathroom entry fees

Early bird entries	\$220
Subsequent early bird entries	\$170
Entries (submitted after 6 May)	\$250
Subsequent entries (submitted after 6 May)	\$210

Entry fees do not include tickets to the Housing Awards presentation evening.

Judging

Judging of entries will take place on-site between July and August. HIA staff will contact each entrant to arrange a judging date and time. It is the responsibility of the entrant to provide details of the inspection time to the home owner.

The following categories are not judged on-site: Kitchen Design, Bathroom Design, Professional Builder categories, Work Health & Safety and Business Partner.

Announcement of Winners

The winners of the 2016 HIA-CSR NSW Housing and Kitchen & Bathroom Awards will be announced on Saturday 15 October 2016 at the The Star Event Centre, 80 Pyrmont Street, Pyrmont.

The winners of the 2016 HIA Northern NSW Housing and Kitchen & Bathroom Awards will be announced on Friday 9 September 2016 at the Novotel Pacific Bay Resort, Coffs Harbour.

Conditions of Entry

Conditions of Entry are strictly imposed. Please refer to page 13 and 14 of this booklet.

HIA Awards Programs

Winners in the categories below at the HIA-CSR NSW Housing and Kitchen & Bathroom Awards move forward to compete at a national level, at the HIA-CSR Australian Housing Awards, presented in 2017. Winners compete for the national title against winners from all other HIA regions.

The HIA-CSR Australian Housing Awards are comprised of the following categories:

Custom Built Home	Apartment of the Year	Bathroom Design
Display Home	Apartment Complex	Professional Major Builder
Project Home	Specialised Housing	Professional Medium Builder / Renovator
Spec Home	Outdoor Project	Professional Small Builder / Renovator
Renovation / Addition Project	Kitchen of the Year	Business Partner
Townhouse / Villa Development	Kitchen Design	Apprentice
Townhouse / Villa of the Year	Bathroom of the Year	

Please note, there are several region-specific categories in the NSW Awards program whereby winners do not progress to the Australian Housing Awards. Please refer to the chart on page 5.

GreenSmart Awards

The HIA GreenSmart Awards form a separate Awards program and are open to all HIA members. Winners of the GreenSmart Energy Efficiency Award from each HIA Regional Housing Awards program will compete in the GreenSmart Awards for the title of Australian GreenSmart Energy Efficiency Award. Other categories include GreenSmart Custom Built Home, Display Home, Renovation/Addition, Water Efficiency, Project Home and GreenSmart Product. All entries must be received by Friday 10 June 2016. Entering is simple: visit greensmart.com.au/awards

Competition area by postcode

Entries are submitted into Housing Awards competitions based on the region where the project is located.

NSW Entries (Sydney Metropolitan, Blue Mountains, Central West NSW, Illawarra)

Postcodes – 2000-2050, 2055-2179, 2190-2235, 2500-2530, 2533-2535, 2540-2541, 2555-2578, 2740-2770, 2773-2880.

Please submit entries to the HIA North Ryde Office.

Northern NSW

Postcodes 2339-2411, 2429-2465.

Northern NSW entries can be sent directly to the HIA Northern NSW office, in Coffs Harbour, to be entered into the Northern NSW Housing Awards. An entry into the NSW Housing Awards will entitle the project to be judged in the Northern NSW Housing Awards if the project is located within the geographical area covered by the postcodes detailed above.

Winners of the Northern NSW awards progress to the NSW Housing Awards.

Northern Rivers

For projects in Northern Rivers (postcodes 2466-2490) please see Queensland Housing Awards Entrants Booklet. Winners from Northern Rivers progress to the NSW Housing Awards.

Hunter

For projects in the Hunter region (postcodes 2250-2428) please enter the Hunter Housing Awards.

Southern NSW

For Southern NSW projects (postcodes 2586-2594, 2644-2729, 2536-2539, 2545-2551, 2579-2583, 2600-2633 and 2900-2914) please enter the ACT & Southern NSW Housing Awards.

Further Information and Award Submission Details

HIA NSW Events

Post: PO Box 884, North Ryde BC, NSW, 1670

Street: 4 Byfield Street, Macquarie Park, NSW, 2113

Ph: 02 9978 3333

Fax: 02 9978 3340

Email: nsw_events@hia.com.au

Web: hia.com.au/nswawards

HIA Northern NSW Events

Post: PO Box 488, Coffs Harbour, NSW, 2450

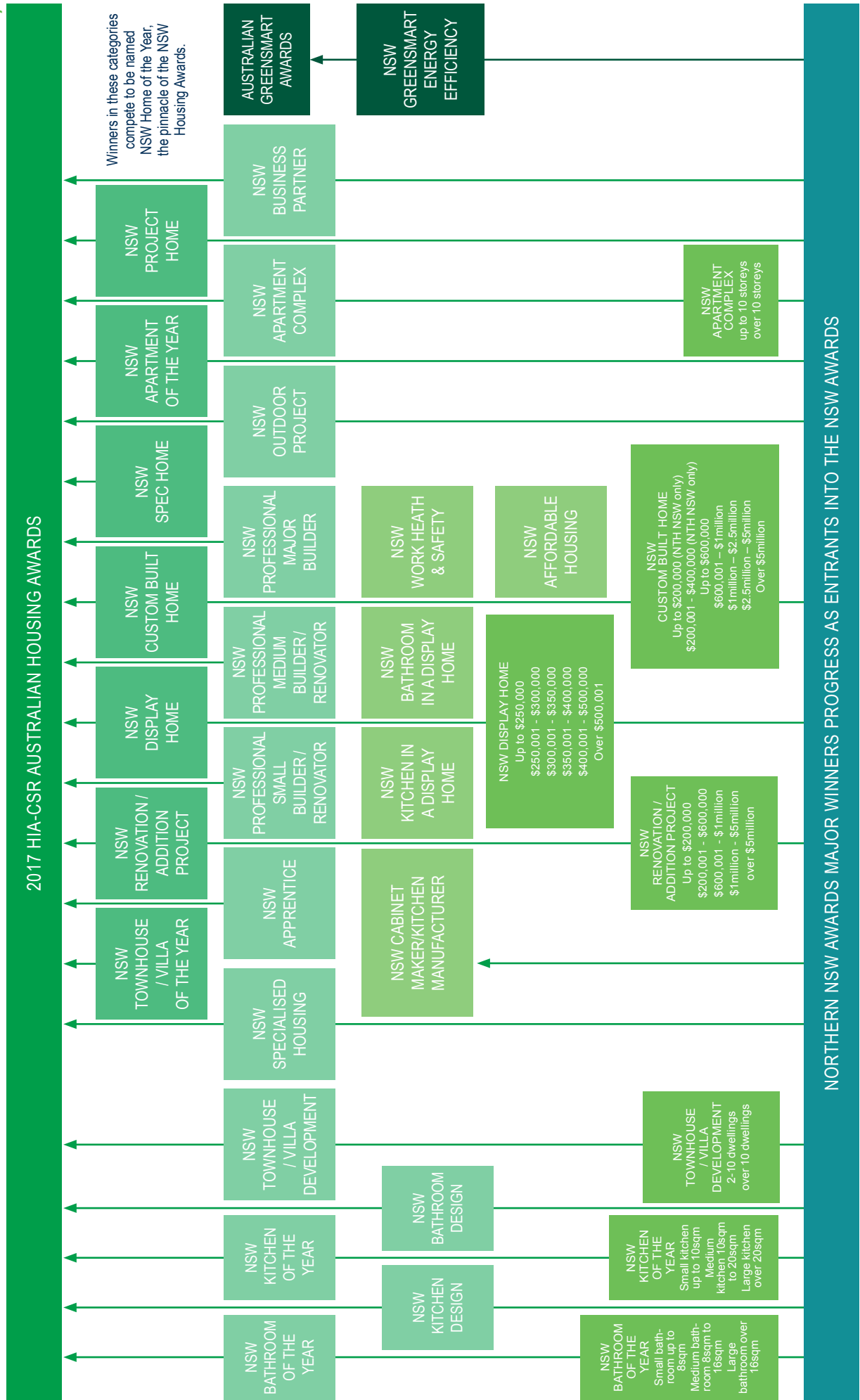
Street: Office 22-23, Lot 5 Druitt Court, Coffs Harbour, NSW, 2450

Ph: 02 6651 2422

Fax: 02 6652 6077

Email: coffs_events@hia.com.au

Web: hia.com.au/nswawards



How to enter

The following pages detail definitions, entry requirements and judging criteria for each category. Requirements must be strictly adhered to for your entry to be eligible.

To submit your entry to the HIA office. Download your entry form from hia.com.au/nswawards. Select the category(ies) you wish to enter, then complete your form and attach the additional items listed in the checklist.

Please contact HIA Events if you require assistance with compiling your entry.

Housing Awards Category Definitions

Entrants who win the following categories become finalists in the prestigious 2017 HIA-CSR Australian Housing Awards.

Custom Built Home *

An individual house, which has been designed and built on contract specifically for the site and according to the requirements and brief of a client. Where the home is built for staff, friends, a family member or is the builder's own home, the contract price must represent the complete cost to build an identical home (including builders margins), which is the price offered to the home buying public.

Does your housing award entry incorporate energy efficient fitting, fixtures & design? Why not enter the GreenSmart Energy Efficiency category? See page 7 for further details.

Spec Home *

An individual house, which is not built to a client's brief, nor is it on display to the public. It is either sold off plan or built for sale on completion or during construction.

For example:

1. a project where the builder has purchased a block and built a house to sell. Houses may be occupied at time of judging;
2. House and land packages from a project plan (does not include land price).

Display Home *

An individual house that is currently on display to the public and is intended for reproduction as displayed or with standard variations to suit the client's needs.

The price category entered is to represent the repeatable price of the house on display at the time of judging.

Project Home *

A project home is an individual house based on a display home, sales brochure or the like for a repeatable design, which has been tailored to suit the needs of the client and the site. This includes manufactured homes formed of pre-built major elements and then assembled on site.

*** Note: A project cannot be entered into more than one category of either Display Home, Custom Built Home, Project Home or Spec Home. Please select the category that best suits the project.**

Renovation / Addition Project

An extension or renovation involving structural building work to an existing individual house or other residential building. To renovate and upgrade a group of apartments, villas, townhouses, etc or to convert a non-residential building into a residential building. Builders entering this category must be responsible for the total renovation.

Apartment of the Year

This is awarded to an individual residential dwelling within an apartment complex. The apartment may be any dwelling within the complex including the Penthouse. Entries in this category are assessed on the quality of workmanship and design innovation within the individual apartment. Consideration is also given to the central amenities within the complex.

A residential apartment building is 2 or more storeys, not including car parking, and containing at least 2 self-contained dwellings. These projects must be classified as either Class 2 or 3 buildings under the Building Code of Australia.

Apartment Complex

Entries in this award category are residential apartment buildings. (Where other uses are within the building, the residential use must be the predominant use). In addition to the design features, the judges will assess the integration of the buildings in their context including common areas, external construction, site conditions, recreational spaces and features that contribute to livable communities.

A residential apartment building is 2 or more storeys, not including car parking, and containing at least 2 self-contained dwellings. These projects must be classified as either Class 2 or 3 buildings under the Building Code of Australia.

Recognise your kitchen and bathrooms for their workmanship and design. Enter the Kitchen & Bathroom awards. See page 8 for more details.

Housing Awards Category Definitions *continued*

Townhouse / Villa of the Year

This is awarded to an individual residential dwelling within a Townhouse / Villa development. Projects are assessed on quality of workmanship and design innovation within the individual townhouse / villa. These projects must be classified as Class 1a buildings under the Building Code of Australia.

Townhouse / Villa Development

This award recognises multiple dwelling residential projects. These projects typically include developments known as dual occupancy (2 dwellings on a single allotment), villas (1 storey), townhouses (2-3 storey) and terrace housing, whether attached or detached.

These projects must be classified as Class 1a buildings under the Building Code of Australia. In addition to the design features, the judges will assess the external construction and site conditions. Entrants in this category should also consider entering an individual townhouse in the Townhouse / Villa category.

Specialised Housing

Housing or accommodation designed and built to meet the specific needs of individuals such as aged persons, retirement villages, accommodation for people with disabilities, student accommodation, or the like.

Projects should demonstrate considerations in construction and/or fit out to meet the specialised need of future occupants.

Outdoor Project

This award recognises the design, installation and project coordination of an outdoor building or structure that has been built in association with a residential building. The project may be built with the associated residential building(s) or may be constructed separately. The project may be attached or detached from the associated residential building and be located on either an individual home lot or within a multi-dwelling development.

Eligible projects include but are not limited to swimming pools, spas, and outdoor living areas, landscaping structures or project, recreational/sporting facilities, buildings for special interest activities or a retreat.

GreenSmart Energy Efficiency

This award is presented to the housing project (single or multi dwelling) that best incorporates cost-effective energy efficient design and operational principles. The house should demonstrate a high level of year-round climate comfort with minimal artificial heating and cooling.

Proof of Energy Performance rating certificate is required for entry to be judged.

HIA Professional Builder / Renovator

The Professional Builder and Renovator Awards acknowledge outstanding business achievement among Australia's home builders. Recognising quality and professionalism, the Professional Builder Awards present opportunity for home builders to demonstrate their commitment to customer service, business management and leadership. Builders of any size are capable of running a consumer-focussed, quality-driven business.

Professional Builder and Renovator Awards categories include:

- **HIA Professional Small Builder / Renovator**
 - builders with an annual turnover of less than \$10 million
- **HIA Professional Medium Builder / Renovator**
 - builders with an annual turnover of between \$10 million and \$50 million
- **HIA Professional Major Builder**
 - builders with an annual turnover of \$50 million or more

Entry information is available on hia.com.au/nswawards

Business Partner

The Business Partner award recognises the vital work done by business partners in small to medium sized businesses in the housing industry. The award is open to both employees and family members, whose role may range from helping part-time with bookkeeping and accounting, innovation and change through to overseeing client liaison.

Entry information is available on hia.com.au/nswawards

Apprentice

The Apprentice Awards celebrate the achievements of our future tradespeople while encouraging continued excellence in the industry. The awards recognise outstanding trade knowledge, quality building work, strong presentation and solid trade school results. Judges consider attitude to work, maturity, personal development and overall progress throughout the Apprenticeship. This Award is open to all apprentices of HIA members. Apprentices can be nominated by their host, by HIA Apprentices or they can nominate themselves.

Entry information is available on hia.com.au/awards

Kitchen & Bathroom Awards

New - Online entries for kitchen and bathroom

We've made entering the Kitchen & Bathroom Awards even easier. You can simply upload your project details straight from your computer to our secure online entry system. Visit hia.com.au/nswawards to get your submission started. You can return to your submission to make changes any time prior to submitting.

The online entry system will ask you to upload all the details in the Entry Checklist on page 12.

Hard-copy entries

Your second option is to submit your entry to the HIA office. Download your entry form from hia.com.au/nswawards. Select the category(ies) you wish to enter, then complete your form and attach the additional items listed in the checklist.

Please contact HIA Events if you require assistance with compiling your entry.

HIA Kitchen & Bathroom Awards recognise excellence in the construction and quality of workmanship, installation and design of kitchens and bathrooms.

The Awards acknowledge the talents of manufacturers, designers and installers to plan safe, functional and personalised spaces which incorporate quality, innovation and aesthetically pleasing solutions.

Kitchen & Bathroom Price

The value of your client's contract, including variations and GST, is used to determine the correct price of your kitchen or bathroom project. This is used to determine the price sub-category to enter your project in. This value must include only prime-cost items, such as cabinets, splashbacks, fixtures and fittings, bench-tops, trades, etc. Do not include the cost of appliances.

Trends International Design Awards

The winners of the following categories at the 2017 HIA-CSR Australian Housing Awards progress to compete in the prestigious Trends International Design Awards (TIDAs):

- HIA Australian Kitchen of the Year
- HIA Australian Bathroom of the Year
- HIA Australian Kitchen Design
- HIA Australian Bathroom Design

Category Definitions

Kitchen of the Year

This award acknowledges quality of workmanship in the manufacture and installation of a complete single residential kitchen.

It is recommended those involved in cabinetry for the project be acknowledged on the entry e.g. cabinetmaker

Bathroom of the Year

This award acknowledges quality of workmanship in the manufacture and installation of a complete single residential bathroom.

Kitchen Design

The Kitchen Design category recognises excellence in design of a renovated or new residential project. Kitchen Design entries are judged on the design, innovation and flair demonstrated by the designer. The entry must recognise the principle designer of the project.

Kitchen Design entries must have been installed and completed prior to close of entries.

Site inspections of Kitchen Design entries will not be undertaken, therefore it is important that professional, high resolution images are supplied for judging.

Bathroom Design

The Bathroom Design category recognises excellence in design of a renovated or new residential project. Bathroom Design entries are judged on the design, innovation and flair demonstrated by the designer. The entry must recognise the principle designer of the project.

Bathroom Design entries must have been installed and completed prior to close of entries.

Site inspections of Bathroom Design entries will not be undertaken, therefore it is important that professional, high resolution images are supplied for judging.

Show clients you **mean business** and give them **confidence in the day-to-day management** of your business by entering the **HIA Business Partner Award**. See page 7 for more details

NSW Awards Category Definitions

Winners of the following categories at the NSW Housing Awards DO NOT progress to the HIA-CSR Australian Housing Awards.

Affordable Housing

This awards recognises a home or housing development that demonstrates innovation in the design and construction of the home/s which assists in delivering an affordable product.

JUDGING CRITERIA

Projects will be judged according to quality of workmanship and design efficiency, along with visual appeal, environmental efficiency, innovation and cost effective delivery of an affordable home to meet relevant government requirements.

Cabinetmaker / Kitchen Manufacturer

The Cabinetmaker/Kitchen Manufacturer award recognises and promotes the workmanship of cabinetmakers and kitchen manufacturers to the industry and consumers. Entrants can be nominated by themselves or by a HIA builder. Entrants must submit details on one project, including their client's requirements and how these were achieved.

Bathroom in a Display Home

This award recognises the design, manufacture, installation and project coordination of a bathroom in a completed residential display home open to the public.

JUDGING CRITERIA

Projects will be judged according to quality of workmanship, movement & access, light and ventilation, ergonomics, fixtures and fittings, design appearance and innovation, presentation drawings and specifications.

Kitchen in a Display Home

This award recognises excellence in the design, manufacture, installation and project coordination of a kitchen in a completed residential display home open to the public.

JUDGING CRITERIA

Projects will be judged according to quality of workmanship, work zone, ergonomics, features, movements, lighting, design appearance and innovation, presentation drawings and specification.

Work Health & Safety

The Work Health & Safety Award recognises a residential building or development company that has incorporated leading practices in the management of workplace health and safety in a practical, systematic and achievable way.

JUDGING CRITERIA

Projects will be judged according to organisational WH&S management, training and information, on-site WHS management and sub-contractor management.

Entry information is available on hia.com.au/nswawards

Photographic Requirements

It is essential that professional quality photographs be provided at the time of entry, as the photographs supplied will be used for media purposes to promote winning entries. You will not be contacted to supply better quality images if your project is a finalist or winner. To showcase your project at its best, it is strongly recommended that photographs are taken by a professional photographer.

All photographs should show differing aspects of the project including unique features. **Photos should not be digitally enhanced.**

Projects submitted online will need to have a maximum of 10 images uploaded. Images must be high resolution, minimum of 300dpi and submitted in jpg or tiff format.

Suggested daytime images:

- Streetscape
- Kitchen
- Bathroom
- Living Area
- Outdoor
- Points of difference
e.g. cellar, environmental features, storage solutions
- Apartment Complex
 - foyer
 - common area
 - recreational facilities

Printed Photographs

The trading name, category and project address must be noted on the reverse of all prints using labels.

- 4 external colour prints of the project 10" x 8"
- 4 internal colour prints of the project 10" x 8"
- 4 before photos when entering a renovation/addition
- 6 colour prints for kitchen and bathroom entries
- 6-8 colour prints for outdoor project entries

Digital Photographs

All of your printed images (as listed in the section above) must be provided on CD/USB.

Please label your CD/USB with trading name, category and project address for each entry.

Images must be high resolution and submitted in jpg or tiff format. Images must be a minimum of 300dpi.

You must provide both the printed photographs and CD/USB of images.

Photography Copyright

Professional photographers routinely reserve copyright and other intellectual property rights of the photos they take for you, even if you have purchased the images. As these images may be reproduced in promotional material, and as you are warranting this will not infringe anyone's copyright, it is important you obtain the copyright of the photos.

If the photographer will not sell the copyright, you may obtain their written agreement to the reprinting of the photos. A suitable agreement is available at hia.com.au/nswawards

Note: This signed documentation is not required for your entry, but is required to protect you from copyright infringement.

Photography Checklist

DO:

- ✓ Provide high resolution (300dpi) images in jpeg or tiff format
- ✓ Supply 10" x 8" minimum size prints for hard copy submissions
- ✓ Provide the minimum requested number of images
- ✓ Provide a separate set of photographs for each category entered
- ✓ Label your CD/USB and prints with the following:
 - Trading name
 - Category
 - Project address

DO NOT:

- ✗ Send photocopies; only original photos will be accepted
- ✗ Laminate, bind, mount prints or provide in a photo album
- ✗ Include photos as part of your printed submission
- ✗ Submit CD/USBs or prints separately to your entry
- ✗ Damage or obscure print image with labels/stickers
- ✗ Digitally enhance aspects of the projects

Professional Photographers

The following photographers are experienced in photographing houses, kitchens and bathrooms to the greatest effect:

Andrew Krucko Photography

Phone: 0429 928 112

Email: info@andrewkrucko.com.au

www.andrewkrucko.com.au

Alex Nikulin – Reflex Digital

Phone: 0418 465 585

Email: alex@reflexdigital.com.au

www.reflexdigital.com.au

Dave Berry – V-Mark Design

Phone: 02 9489 9523 | Mobile: 0400 201 458

Email: dave@vmarkdesign.com.au

www.vmarkdesign.com.au



Housing Awards Entry Checklist

Your submission must include all the items in the following checklist.

Please attach this checklist to your entry.

Item	Copies required		
	1	2	3
Completed entry form All fields front and back, with payment details and client signature. One entry form per project, per category.	☐		
Project promotion description – minimum 60 words – PRINTED Submit a description of at least 60 words about your entry. Detail aspects that are unique or unusual about the project, project challenges, client brief, innovations, environmental features, technology, use of materials, etc. Used for promotion/publicity as well as judging purposes.	☐	☐	☐
Project promotion description – minimum 60 words – ELECTRONIC (CD/USB)	☐		
Contract price - PRINTED Copy of the page of the contract that states the price, with the client's signature. Include a summary of variations to the contract, with client signature where variations were made.	☐	☐	☐
Builders own project For builders own projects a formal contract may not be applicable. Please supply a signed letter on company letterhead stating the complete cost to build an identical project (including builders margin), which would be the price offered to the home buying public.			
Display Homes / Apartments Sales brochure and price list.	☐	☐	☐
List of materials – PRINTED List and description of internal and external materials. 1-2 pages, including manufacturer, colours and special features.	☐	☐	☐
Energy rating assessment – PRINTED Complete copy of energy rating certificate, BASIX certificate or 'deemed to satisfy' assessment report or information supplied with building application.	☐	☐	☐
Stamped approved plans (from council or building surveyor) – PRINTED Plans provided must reflect the finished building work. There should be no variations between submitted plans and the finished building work. The plans should be the approved plans stamped from the council or private building surveyor, including any amendments approved to those plans before or during construction. Supply A3, folded to A4			
Floor Plan	☐	☐	☐
Site Plan (with North Point)	☐	☐	☐
Elevations	☐	☐	☐
Photographs – PRINTED Printed on photographic quality paper, please identify each photo with a label on the reverse with trading name, category and project address.			
4 internal colour prints – 10" x 8"	☐	☐	☐
4 external colour prints – 10" x 8"	☐	☐	☐
Renovation / Addition	☐	☐	☐
4 before photos – 10" x 8"	☐	☐	☐
Outdoor Project	☐	☐	☐
6-8 colour prints 10" x 8"	☐	☐	☐
Photographs – ELECTRONIC (CD/USB) Images saved onto CD/USB labelled with trading name, category and project address.	☐		





Kitchen & Bathroom Awards Entry Checklist

Your online submission must include all the items in the following checklist. It is recommended you check you have digital files on your computer for each of the items below. You can modify and revisit your submission at any time prior to submitting the entry. All online entries must be finalised and paid for by the closing date.

For hard copy submissions, please attach this checklist to your entry.

Item	Copies required		
	1	2	3
Completed entry form All fields front and back, with payment details and client signature. One entry form per project/design, per category.	☐		
Project promotion description – minimum 60 words – PRINTED Submit a description of at least 60 words about your entry. Detail aspects that are unique or unusual about the project, project challenges, client brief, innovations, etc. Used for promotion/publicity as well as judging purposes.	☐	☐	☐
Project promotion description – minimum 60 words – ELECTRONIC (CD/USB)	☐		
Working drawings – PRINTED Supply A3, folded to A4. Drawings must include scale. Detailed working drawings, including: • floor plans • elevations and cross sections • cabinetry / joinery plans • perspectives (optional) • house plan with new work area identified Plumbing, electrical/lighting and structural details must appear on plans and elevations	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
Contract price - PRINTED Copy of the page of the contract that states the price, with the client's signature. Include a summary of variations to the contract, with client signature where appropriate.	☐	☐	☐
Builders own project For builders own projects a formal contract may not be applicable. Please supply a signed letter on company letterhead stating the complete cost to build an identical project (including builders margin), which would be the price offered to the home buying public.			
Photographs – PRINTED Identified by labels on the back of each photo with trading name, category and project address. • 6 internal colour prints – 10" x 8"	☐	☐	☐
Photographs – ELECTRONIC (CD/USB) Images saved onto CD/USB labelled with trading name, category and project address.	☐		
Kitchen and Bathroom of the Year – In addition to the items listed above, please also submit the following			
List of materials <u>used in project</u> – PRINTED Provide a list and description of materials used in project, such as: • Cabinetry materials, finishes and colours • Appliances, or sanitary ware, fixtures and fittings • Splash back or wall treatments • Flooring, painting and decorating	☐	☐	☐
Bathroom in a Display Home and Kitchen in a Display Home – to be supplied in addition to the items above			
• Display home brochure showing the repeatable retail value of the home as displayed	☐	☐	☐
Kitchen Design and Bathroom Design – In addition to the items listed above, please also submit the following			
Design statement – PRINTED • client brief • how requirements were achieved • needs fulfilled • problems overcome • innovations included in the project	☐	☐	☐
List of materials <u>proposed to the client</u> – PRINTED Provide a list and description of materials proposed to the client, such as: • Cabinetry materials, finishes and colours • Appliances, or sanitary ware, fixtures and fittings • Splash back or wall treatments • Flooring, painting and decorating	☐	☐	☐



Judging Criteria

		Award categories																	
		Custom Built Home	Display Home	Project Home	Spec Home	Renovation / Addition Project	Townhouse / Villa of the Year	Townhouse / Villa Development	Apartment of the Year	Apartment Complex	Specialised Housing	Outdoor Project	Energy Efficiency	Kitchen of the Year	Kitchen Design	Bathroom of the Year	Bathroom Design	Professional Builder	Business Partner
Judging criteria	Quality Of Workmanship																		
	Design Effectiveness																		
	Visual Appeal																		
	Innovation																		
	Environmental Sustainability																		
	Market Relevance																		
	Work Zone																		
	Ergonomics																		
	Features																		
	Movement																		
	Fixtures & Fittings																		
	Lighting																		
	Ventilation																		
	Design Appearance & Innovation																		
	Design, Innovation & Flair																		
	Presentation Drawings & Specification																		
	Passive Solar Design																		
	Energy Saving Materials																		
	Liveability																		
	Customer Service																		
	Leadership																		
	Business Management																		
	Financial Management																		
	Change Management																		

Conditions of entry

All entrants must comply with these conditions of entry

ENTRANT AND PROJECT ELIGIBILITY

1. a) Entrants must be *financial members* of the Housing Industry Association at the time of entry until the completion of the awards program.
b) Entrants must be appropriately licensed or registered to carry out the project entered (as required by law) at the commencement and completion of the project.
Building licence or registration is not required for WH&S and Business Partner.
2. a) The entry must be the work of the entrant and properly attributable to them. For example, where an entrant is entering as the Builder of a project, they must be the builder on the record for that Project, that is, the person named as builder in the building contract, inspection reports and home owners warranty certificate. Where there is more than one person who fits that description (for example where an owner builder permit was taken out, but the owner subcontracted part of the project to a licensed builder) the builder will be the person who performed the majority of the actual building work on the finished project. Where the project was built by a partnership, all partners should be named as entrants unless they have given their written prior consent to a different arrangement. Where the project was built by a company, the company must give their prior written consent if the entry is in the name of an individual Director or other person. The entrant should provide supporting details of this in such cases. The same rule applies to Architects, Designers, Developers etc.
b) Builder and Architect/Designer/Council/Developer joint entries are acceptable provided they are all members of the Association.
3. For kitchen project categories, it is recommended that the cabinetmaker or kitchen manufacturer be acknowledged as an entrant. It is recommended that designers be acknowledged in kitchen design and bathroom design categories.
4. Homes entered must be residential dwellings. Kitchen and bathroom entries must be in residential dwellings.
5. Previous award winning projects are ineligible to be re-entered into the same category.
6. Housing entries must have reached practical completion within the 24 months prior to the final closing date of entries.
7. Kitchen & Bathroom projects and designs must have been installed and completed in the 24 months prior to the final close of entries date.
8. Project must be entered into the price category that best represents the complete price. E.g. the Display Home price is the total price of the display home as viewed by the judges with inclusions.
9. Where the home is built for staff, friends, a family

member or is the builder's own home, the contract price must represent the complete cost to build an identical home (including builders margins), which is the price offered to the home buying public.

10. Projects must be located within the geographical boundaries of the regional competition entered.
11. Homes entered into the Display Home category must be open for display within a 24 month period prior to and including the close of entries date, and at the time of judging.

TERMS OF ENTRY

12. Entrants will not be entitled to a refund for entries withdrawn after the closing date.
13. All applicable sections of the entry form must be completed.
14. If the project is entered into a category for which it does not qualify, HIA reserves the right to move the project to an appropriate category, without prior consent from the entrant.
15. Judges reserve the right to change category valuations for awards.
16. HIA reserves the right to amalgamate categories to best represent the industry if deemed appropriate.
17. Judges reserve the right to decline to present an Award in a particular category if a minimum standard of excellence has not been reached.
18. The judges' decision is final and no correspondence will be entered into.

PUBLICITY & WARRANTIES

19. The entrant:
 - a) warrants that the details of its entry are correct in every respect and comply with the conditions of entry;
 - b) warrants that the entry has the client's consent;
 - c) warrants that the subject matter of the entry and material included with or as part of the entry (such as plans and photographs) does not infringe copyright or any other intellectual property right;
 - d) indemnifies the HIA against such infringements;
 - e) grants to the HIA an irrevocable license to use the subject matter of the entry and material included with or as part of the entry for any purpose in connection with the promotion of the HIA and the Awards;
 - f) agrees to state the category, HIA region and the year awarded, whenever disclosing information or promoting itself or the entry in any communications media, as a finalist or winner in the Housing Awards and/or Kitchen & Bathroom Awards; and
 - g) agrees to comply with the HIA Awards Advertising Standards, HIA Award winners conditions of use and HIA Award logo style guide.

Conditions of entry continued

PUBLICITY & WARRANTIES continued

20. HIA and its associated media will only publish the entrant and/or designer's name, the category price range of all projects and the suburb. No street addresses or owner's names will be used (except Display Homes).
21. Entrants acknowledge that HIA take no responsibility for the quality of photos and plan produced nor any editorial discrepancies attached to any photo or plan.

CLIENT/ENTRANT NOTIFICATION

22. All entrants must gain the consent of the owner for the project or design to be entered into the competition.
23. All entrants will be advised of the judging date and time by the Housing Industry Association following the close of entries.
24. Each home will be viewed and judged by industry professionals who volunteer their time. Entries will be viewed by the judges within a 100km radius of the major regional centre. Entrants outside this area may be judged at the discretion of the judges and travelling costs may be borne by the entrant. Note: please contact your Regional Office for specific details.

DISQUALIFICATION

25. HIA reserve the right to disqualify an entry before, during or after the contest judging, official announcement of winners and awards presentation without a refund if the HIA determines that:
 - a) the entry or entrant breaches or otherwise fails to meet/observe any of the above stated eligibility or contest requirements;
 - b) HIA considers false or misleading information is intentionally provided;
 - c) problems or discrepancies arise between or among entrants, designers and clients which HIA considers cannot be amicably resolved by the parties involved within a reasonable time;
 - d) the project has not reached practical completion by the advertised final entry closing date;
 - e) the price quoted fails to comply with entry guidelines;
 - f) the judges cannot gain access to the home at the determined time and time does not permit them to re-visit the dwelling;
 - g) the member ceases to trade for whatever reason, becomes bankrupt or insolvent between the close of entries and announcement of awards; or
 - h) the entrant ceases to be a member of the HIA.
26. In the case of disqualification after the awards' ceremony, the entrant will be required to return the award and a public announcement may be made by HIA.

DISCLOSURE

27. The entrant agrees that any media comment in any communications media and photographic display of any of the entries will be at the discretion of the HIA and the associated media.
28. The HIA and its associated media accept no responsibility for any incorrect details, spelling or other incorrect information stated in the entry form.
29. The HIA cannot guarantee the return of photographs, plans or any other material supplied. All documentation will be securely stored at the completion of the awards program.
30. The entrant acknowledges that should any copyright action against the project be upheld by a Court of Law, awards shall be relinquished by the entrant and returned to HIA, at the point at which a judgement is delivered by a Court at first instance.
31. HIA does not guarantee that all entrants will be featured in publications or promotional events related to the HIA awards.

MULTIPLE ENTRIES

32. If the same home is entered in more than one category (where allowable), the entrant must supply a separate entry form with a set of plans and photos and an additional entry fee is payable, unless specified.



MAJOR PARTNER

