



2019 WASLA Professional Awards Entry Form

DEADLINE: September 6th, 2019 at 5PM

- General Design, Public Ownership
- General Design, Private Ownership
- Residential Design
- Research, Analysis and Planning
- Community Stewardship Award
- Outstanding Emerging Professional Award

Project Name:

Project Location:

Submission Requirements

Materials in the submission must not reveal the names of the entrant and/or landscape architects, firms, other designers or photographer.

General Design, Research Analysis/Planning, and Residential

1. **Entry Category**
2. **Project Title (Name):** A submission must have a short, specific presentation title (containing no abbreviations) that indicates the nature of the presentation. (Maximum 15 words)
3. **Project Location:** City and State only
4. **Project Statement:** In 175 words or less, describe the project and why it's award-worthy. This statement may be used in promotional materials if the project is selected for an award. NOTE: failure to submit this statement will lead to disqualification of entry.
5. **Project Images:** Project images must include at least one (1) site plan and five (5) but no more than fifteen (15) total drawings and/or photographs in a single PDF file not to exceed 15 MB and 15 pages. Format of the file to be 11"x17", landscape. Brief caption of no more than 40 words each is to be placed at the bottom of each image. *We highly recommend using just one image per slide with a simple caption.* Label the PDF file with the project Title (do not label using your name). NOTE: failure to submit images/drawings will lead to disqualification of entry. Entrants are responsible for gaining rights to photographs for publication and reproduction by WASLA. WASLA will provide photography and other project credits when using photos, but will not assume responsibility for any copyrights or photography fees. WASLA retains the right to publish photos submitted in winning entries on the WASLA website, in promoting the awards program, and in other products in conjunction with promoting landscape architecture. The PDF files will be utilized to present your project at the Awards Reception. Your project images will be uploaded to a WASLA Dropbox account.
6. **Project Narrative:** Describe in 1200 words or less how the project addresses each component of the category's criteria. Save your narrative as a PDF file to upload in the submission form.
7. **Client authorization Letter:** All entrants must include a PDF of either a letter or email correspondence from the client giving authorization to submit the project or work. The letter shall be dated and shall state at a minimum, "I have reviewed this Entry and have no objections to its submission, judging, or publication."

Community Stewardship and Outstanding Emerging Professionals

1. **Entry Category**
2. **A letter of nomination** describing the nominee's qualifications for the medal; the letter may be no more than five (5) pages in length. Include three (3) to four (4) images representing the nominee's work (in high resolution, .jpg format). Project images should be at least 2000x1500px at 300ppi (pixels / inch). Letter should respond directly to award category criteria.
3. A minimum of one (1), and up to five (5) **letters of endorsement.**
4. Unless the applicant is self-nominating, provide a PDF of either an email or dated **letter of acknowledgment** from the nominee that they accept the nomination.