

2019 AIA Nevada  
Excellence In Design  
Call for Entries  
Submittal Instructions



Carpenter Sellers Del Gatto Architects  
2018 Honor Award – Built Category



AIA Las Vegas | AIA Nevada  
1131 S. Casino Center Blvd.  
Las Vegas, NV 89104  
t | 702. 483.3838  
www.aianeveda.org

# 2019 AIA Nevada Excellence In Design

## TIMELINE

July 1, 2019  
**Call for Entries**

Friday  
September 6, 2019  
**Entry Forms & Fees Due**

Friday  
October 18, 2019  
4pm PST  
**Design Award  
Submittals Due**

Monday  
October 21, 2019  
4pm PST  
**Late Submittals Due**  
(Additional \$100 Fee)

October 28, 2019  
**Design Awards Jury**

Friday  
November 22, 2019  
**AIA Nevada Design  
Awards Gala**

## FEES

Entry Fee  
\$225 per entry  
\$25 per Student

Late Submittal Fee  
Additional \$100 per entry

No entry fees will be refunded for entries that are disqualified, late or not complete.

## CATEGORIES:

**Built Architecture - Projects that have been completed and constructed since January 1, 2015:**

- A. Commercial Architecture** – Open to Commercial, Institutional, Public Works, and Hospitality Projects.
- B. Commercial Interiors** – Open to Commercial, Institutional, Public Works, and Hospitality Projects.
- C. Residential Architecture/Interiors** – Open to Residential Architecture and Residential Interiors Projects. This category includes both multi-family and single-family projects for both public and/or private clients.

**UnBuilt Architecture - Projects that have been commissioned or designed as part of a competition since January 1, 2015 but have not been built or may never be built:**

- A. Commercial Architecture** – Open to Commercial, Institutional, Public Works and Hospitality projects.
- B. Commercial Interiors** – Open to Commercial, Institutional, Public Works and Hospitality projects.
- C. Residential Architecture/Interiors** – Open to Residential Architecture and Residential Interiors projects. This category includes multi-family and single-family projects for public or private clients.

**Academic Projects** – Projects created for academic credit in a studio or class program since January 1, 2017. This category is open only to students who are currently enrolled in an architecture class for academic credit or students who have graduated from an architecture program within the current year for projects they completed while enrolled in an architecture program.

**Please review each category and subcategory for the individual program eligibility and submission requirements, judging criteria, and deadlines.**

**Clearly label each project to include the category and appropriate subcategory.**

## ENTRY FEES:

- \$225.00 – per entry with the exception of the Academic subcategory.
- \$25.00 – per entry for the Academic subcategory.
- \$100.00 – late entry can be purchased for any category.

All payments are made payable to AIA Las Vegas using the Online Entry Form and Payment Process. Completed Entry Forms and Fees Are **Due No later than 4pm PST Friday, Sept. 6, 2019**. No entry fees will be refunded for entries that are disqualified, late, or not completed.

## SUBMITTAL PROCESS INFORMATION:

### **Step 1:**

Determine the correct category/subcategory for your submittal. Gather your information for submittal. We collect information on everyone on the project team including Client/Owner/Developer, Architect, Interior Designer, Landscape Architect, Structural Engineer, Electrical, Mechanical and Plumbing Engineers, Civil Engineer, General Contractor, Photographer and anyone else you feel needs to be listed. Every field is required. If the requested information is not pertinent to your project, write “not applicable” or N/A. There is a worksheet included in this packet.



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## Step 2:

Log on to:

<https://www.aialasvegas.org/events/EventDetails.aspx?id=1180366&group=>

Enter **ALL** requested information for your project - one form for each project. Pay for your entry - multiple entries can be paid for at one time.

## Step 3:

You will receive a unique Project ID number for each project you have entered within 48 hours. You will also receive a unique folder invitation link for each project you have entered where you will upload your individual PDF entry(s) and your Project Exhibit Board(s). AIA Las Vegas will print the Project Exhibit Board(s).

## Step 4:

Upload your Entry(s) to your unique folder(s) by 4pm PST on Friday, October 18, 2019. The **Submittal Narrative** and all images must be submitted (uploaded to that individual folder) in a single PDF file not to exceed **IOMB** and 26 pages. **Submittal Narrative** requirements for each category are provided under each category. Files that exceed IOMB will be disqualified. Please read carefully.

## Eligibility:

The AIA Nevada Excellence in Design & Distinguished Service Awards Program is open to all AIA Nevada members who are licensed in the state of Nevada for projects located anywhere in the world, and to AIA members from other states who are licensed in Nevada for projects located in Nevada.

AIA members are invited to submit projects of any size, budget, style or building type. New building projects and restorations are eligible as well as commercial, public works, hospitality or entertainment, interior architecture, residential or any built project completed after **January 1, 2015**. Projects must be entered in the correct category and subcategory:

### **Built Architecture**

- A. Commercial Architecture**
- B. Commercial Interiors**
- C. Residential Architecture/Interiors**

### **Unbuilt Architecture**

- A. Commercial Architecture**
- B. Commercial Interiors**
- C. Residential Architecture/Interiors**

### **Academic Projects**



# 2019 AIA Nevada Excellence In Design

## Celebrating the Best in Contemporary American Architecture through Excellence in Design

The AIA Nevada Excellence in Design Awards Program recognizes achievements for a broad range of architectural activity that elevates the general quality of architecture practice, establishes a standard of excellence against which all architects can measure performance and informs the public of the breadth and value of architecture.

AIA Nevada advocates for quality architecture that is sustainable architecture.

Submittals must include sustainable design principles.

## Announcement of Recipients

The 2019 AIA Nevada Excellence In Design & Distinguished Service Awards Program is administered by the AIA Las Vegas Chapter.

Award recipients will be recognized at the, black-tie optional, AIA Las Vegas End of Year Holiday Celebration and Awards Gala held on Friday, November 22, 2019.

There is no limit to the number of projects that may be entered by a firm. The entry must have been designed by an architect who is a member in good standing of AIA. The submitting architect may be a member of a design team, whether or not serving as the head of the team. When one architect is not the sole author of a project, all other participants contributing substantially to the design of the project must be given credit as part of the submission, regardless of professional discipline.

**Project authorship must remain concealed throughout the deliberations of the jury.** If the authorship, Architect or Firm Name, is revealed on any of the images, plans, or narrative included in the submittal PDF file the entry will be disqualified.

Projects that have received awards in previous AIA Nevada awards programs **are not** eligible -- with the exception of projects that have received recognition in previous Unbuilt Design Awards Programs, and have since become built structures and are completed.

### Judging Criteria:

Each entry is judged for the success with which the project has met its individual requirements. Entries are weighed individually, not in competition with each other. Projects must exhibit design achievement that demonstrates exemplary skill and creativity in the resolution and integration of formal, functional, and technical requirements, including ecological stewardship and social responsibility. Projects should reflect a strong sense of place, of ecology, of history, or of purpose as an integral part of the demonstrated design excellence.

### Jurors will rank each project using the following criteria:

- 1. The project meets individual Project Requirements.**
- 2. The project is creative in its approach and solution.**
- 3. The project demonstrates design excellence through both aesthetics and functional solutions.**
- 4. The project solution demonstrates social responsibility in meeting the project requirements and addressing its context.**
- 5. The project solution demonstrates environmental stewardship.**

### **ALL ENTRIES MUST HAVE COPYRIGHT CLEARANCE/OWNERSHIP**

By submitting your project you agree to the following:

All entrants grant to the AIA Las Vegas and AIA Nevada Chapters, a non-exclusive license to use my copyrighted work, including any text, brochures, drawings, photographs, graphics, plans, slides, books, transparencies or other copyrightable material (the "Work") submitted in connection with the 2019 AIA Nevada Excellence In Design Awards Program.

This license shall permit limited rights to use, reproduce, crop or resize, publicly display, distribute and transmit worldwide the "Work" during the full term of the copyright in all media, now known or hereafter devised, including the internet, without payment of any royalty or license fee. Entrants represent that they have obtained all permissions that are necessary to grant limited rights to the "Work".

This permission shall not infringe or violate any other person's copyrights. Entrants agree to indemnify and hold harmless AIA Las Vegas and AIA Nevada from and against all claims or damages arising out of any breach of these representations.

AIA Las Vegas and AIA Nevada agree to indemnify entrants and hold them harmless from and against all claims or damages arising out of its use of the "Work".

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The jury will deliberate on the materials supplied in the submittal upload (PDF file only). Project authorship must be concealed on and within the pdf.

Submittals that fail to adhere to this policy will be disqualified.

## AWARD FOR BUILT ARCHITECTURE

**The Award for Built Architecture** recognizes projects of exceptional architectural distinction in each of the three categories and subcategories.

### **Built Architecture**

#### **A. Commercial Architecture**

#### **B. Commercial Interiors**

#### **C. Residential Architecture/Interiors**

In each of the subcategories, Excellence in Design embraces the ecological, economic and social circumstances of a project as well as the integration of the highest environmental and sustainable design standards with quality design execution.

### **Judging Criteria:**

Each entry is judged for the success with which the project has met its individual requirements. Entries are weighed individually, not in competition with each other. Projects must exhibit design achievement that demonstrates exemplary skill and creativity in the resolution and integration of formal, functional, and technical requirements, including ecological stewardship and social responsibility. Projects should reflect a strong sense of place, of ecology, of history, or of purpose as an integral part of the demonstrated design excellence.

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# 2019 AIA Nevada Excellence In Design

**Submittals that do not meet all of these requirements will be disqualified.**

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Project authorship must be concealed on and within the pdf file. Submittals that fail to adhere to this policy will be disqualified.

## Announcement of Recipients

The 2019 AIA Nevada Excellence In Design & Distinguished Service Awards Program is administered by the AIA Las Vegas Chapter.

Award recipients will be recognized at the black-tie optional, AIA Las Vegas End of Year Holiday Celebration and Awards Gala held on Friday, November 22, 2019.

**PLEASE NOTE:** All entries become the property of AIA Nevada and will be retained in the collections and archives of the UNLV Special Collections Library.

## SUBMITTAL REQUIREMENTS - BUILT ARCHITECTURE - ALL SUBCATEGORIES

Submissions in the Built Architecture category must include the following:

- Your submittal in one PDF file;
- Three jpeg images for use in the Awards Presentation;
- PDF file of your Project Exhibit Board

Upload all three individual files to your unique FOLDER. Your submittal must also include the following:

**SUBMITTAL INCLUDED IN UNIQUE FOLDER:** The entire submission including all images, drawings, and required forms must be provided in a PDF file uploaded to your unique folder:

- PDF file pages must be 8.5"x11" (landscape or portrait orientation) with the total PDF file being 26 pages (or less, based on how many pages of project images included) and the file being no larger than 10MB in size. Please name this file using the Project ID # **given to you by AIA Las Vegas** followed by the Project Name (example: BC20159 - Fifth Street School).
- Your **Submittal Narrative** will provide the following:
  - A. Page 1 - Title Page** - Name of Project and Entry Number ONLY
  - B. Page 2 - Project Information** (5000 character limit). Describe your project, emphasizing the elements of design achievement as defined in the judging criteria. Include project intentions, programming requirements, cost data, and the distinguishing aspects of the resolution.
  - C. Page 3 - Sustainable Design Intent and Innovation** (5000 character limit). Describe how sustainable design and building performance strategies are integrated within the project's overall design goals.
  - D. Page 4 - Documentation of specific material choices** to address the need for indoor environmental quality and diversion of materials from the waste stream.
  - E. Page 5-26 Project Image Pages** - photographs, sketches, drawings, elevations supporting project excellence. Include as many images as you wish but do not exceed a total of 21 pages.
- **In a separate file in the unique folder - Three jpg Images** (no larger than 10MB total, for all three images, no smaller than 1MB at 300 dpi per image) to be used in the awards presentation program, posted to websites and published in various media. Title each image with your project name followed by a number 1-3 (example: Fifth Street School 1, Fifth Street School 2, Fifth Street School 3). Place them in a file using your Project ID # followed by the Project Name and the word "Images" (example: BC20159 Fifth Street School Images).
- **In a separate in the unique folder - your Project Exhibit Board.** All boards will be printed by AIA Las Vegas and displayed at the AIA Nevada Awards Gala (and other locations). Boards will **NOT** be used in the Jury Process. To ensure uniformity, each board must adhere to the following specifications:
  - Each board must be sized for a **24" x 24"** board.
  - The board may be individually designed but must include:
    - At least two photographs or images of the project
    - Firm Name, Project Identification # and Project Name
    - The phrase "**2019 AIA Nevada Design Awards**" in 48pt Times New Roman type located in the top right hand corner of the board.

## PLEASE NOTE

**Project Authorship Must Not Be Revealed.** It is your responsibility to make sure the architect's name and/or firm name is **NOT** revealed on any of the images, file names, plans or narratives in your submittal. **Failure to follow this requirement will automatically disqualify the entry.**

# 2019 AIA Nevada Excellence In Design

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\$225 per entry

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Submittals that fail to adhere to this policy will be disqualified.

## AWARD FOR UNBUILT ARCHITECTURE

**The Award for Unbuilt Architecture** - recognizes projects of exceptional architectural distinction that have been commissioned, or created as a part of a design competition but have not yet been built, or may never be built. These projects must fit into one of the following subcategories:

### **UnBuilt Architecture**

#### **A. Commercial Architecture**

#### **B. Commercial Interiors**

#### **C. Residential Architecture/Interiors**

In each of the subcategories, Excellence in Design embraces the ecological, economic, and social circumstances of a project as well as the integration of the highest environmental and sustainable design standards with quality design execution.

### **Judging Criteria:**

Each entry is judged for the success with which the project has met its individual requirements. Entries are weighed individually, not in competition with each other. Projects must exhibit design achievement that demonstrates exemplary skill and creativity in the resolution and integration of formal, functional, and technical requirements, including ecological stewardship and social responsibility. Projects should reflect a strong sense of place, of ecology, of history, or of purpose as an integral part of the demonstrated design excellence.

### **Jurors will rank each project using the following criteria:**

- 1. The project meets individual Project Requirements.**
- 2. The project is creative in its approach and solution.**
- 3. The project demonstrates design excellence through both aesthetics and functional solutions.**
- 4. The project solution demonstrates social responsibility in meeting the project requirements and addressing its context.**
- 5. The project solution demonstrates environmental stewardship.**



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**Submittals that do not meet all of these requirements will be disqualified.**

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## Announcement of Recipients

The 2019 AIA Nevada Excellence In Design & Distinguished Service Awards Program is administered by the AIA Las Vegas Chapter.

Award recipients will be recognized at the black-tie optional, AIA Las Vegas End of Year Holiday Celebration and Awards Gala held on Friday, November 22, 2019.

**PLEASE NOTE:** All entries become the property of AIA Nevada and will be retained in the collections and archives of the UNLV Special Collections Library.

## SUBMITTAL REQUIREMENTS - UNBUILT ARCHITECTURE - ALL SUBCATEGORIES

Submittals in the Unbuilt Architecture category will consist of three files:

- Your submittal in one PDF file;
- Three jpeg images for use in the Awards Presentation;
- PDF file of your Project Exhibit Board

Upload all three individual files to your unique FOLDER. Your submittal must also include the following:

**SUBMITTAL INCLUDED IN UNIQUE FOLDER:** The entire submission including all images, drawings, and required forms must be provided in a PDF file uploaded to your unique folder:

- PDF file pages must to be 8.5"x11" (landscape or portrait orientation) with the total PDF file being 26 pages (or less, based on how many pages of project images included) and the file being no larger than 10MB in size. Please name this file using the Project ID # **given to you by AIA Las Vegas** followed by the Project Name (example: UAI20159 - Fifth Street School).
- Your **Submittal Narrative** will provide the following:
  - A. Page 1 - Title Page** - Name of Project and Entry Number ONLY
  - B. Page 2 - Project Information** (5000 character limit). Describe your project, emphasizing the elements of design achievement as defined in the judging criteria. Include project intentions, programming requirements, cost data, and the distinguishing aspects of the resolution.
  - C. Page 3 - Sustainable Design Intent and Innovation** (5000 character limit). Describe how sustainable design and building performance strategies are integrated within the project's overall design goals.
  - D. Page 4 - Documentation of specific material choices** to address the need for indoor environmental quality and diversion of materials from the waste stream.
  - E. Page 5-26 Project Image Pages** - photographs, sketches, drawings, elevations supporting project excellence. Include as many images as you wish but do not exceed a total of 21 pages.
- **In a separate file in the unique folder - Three jpg Images** (no larger than 10MB total, for all three images, no smaller than 1MB at 300 dpi per image) to be used in the awards presentation program, posted to websites and published in various media. Title each image with your project name followed by a number 1-3 (example: Fifth Street School 1, Fifth Street School 2, Fifth Street School 3). Place them in a file using your Project ID # followed by the Project Name and the word "Images" (example: UAI20159 Fifth Street School Images).
- **In a separate in the unique folder - your Project Exhibit Board.** All boards will be printed by AIA Las Vegas and displayed at the AIA Nevada Awards Gala (and other locations). Boards will **NOT** be used in the Jury Process. To ensure uniformity, each board must adhere to the following specifications:
  - Each board must be sized for a **24" x 24"** board.
  - The board may be individually designed but must include:
    - At least two photographs or images of the project
    - Firm Name, Project Identification # and Project Name
    - The phrase "**2019 AIA Nevada Design Awards**" in 48pt Times New Roman type located in the top right hand corner of the board.

## PLEASE NOTE

**Project Authorship Must Not Be Revealed.** It is your responsibility to make sure the architect's name and/or firm name is **NOT** revealed on any of the images, file names, plans or narratives. **Failure to follow this requirement will automatically disqualify the entry.**

# 2019 AIA Nevada Excellence In Design

## AWARD FOR ACADEMIC PROJECTS

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[www.aialasvegas.org](http://www.aialasvegas.org)

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\$225 per entry

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Monday, October 21, 2019  
4pm PST  
(Additional \$100 Fee)

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Submittals that fail to adhere to this policy will be disqualified.

**The Award for Academic Projects** - Exceptional design ideas are being created by architecture students and this category recognizes projects of exceptional architectural distinction that are designed by students as a part of a studio or for academic credit in a class program. Excellence in Design embraces the ecological, economic, and social circumstances of a project as well as the integration of the highest environmental and sustainable design standards with quality design execution.

### Eligibility

Projects created for academic credit in a studio or class program since January 1, 2017. This category is open only to students who are currently enrolled in an architecture class for academic credit or students who have graduated from an architecture program within the current year for projects they completed while enrolled in an architecture program. Projects that have received awards in previous AIA Nevada awards programs are not eligible.

### Judging Criteria

Each entry is judged for the success with which the project has met its individual requirements. Entries are weighed individually, not in competition with each other. Projects must exhibit design achievement that demonstrates exemplary skill and creativity in the resolution and integration of formal, functional and technical requirements, including ecological stewardship and social responsibility. Projects should reflect a strong sense of place, of ecology, of history or of purpose as an integral part of the demonstrated design excellence.

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- 5. The project solution demonstrates environmental stewardship.**

### Entry Fee

The entry fee for all projects in this category is \$25.00 per entry. All payments should be made to AIA Las Vegas using the Online Entry Form and Payment Process. Completed Entry Forms and Fees Are **Due No later than 4pm PST Fri., Sept. 6, 2019**. No entry fees will be refunded for entries that are disqualified, late, or not completed.



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## SUBMITTAL REQUIREMENTS

Submissions in the Academic category will consist of three files:

- Your submittal in one PDF file;
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- PDF file of your Project Exhibit Board

Upload all three individual files to your unique FOLDER. Your submittal must also include the following:

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## PLEASE NOTE

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# 2019 AIA Nevada Excellence In Design

Project Name:

## ENTRY WORKSHEET - Page 1 of 4

If you are submitting multiple projects, duplicate all four pages of this form as needed.

Project # \_\_\_\_\_ of \_\_\_\_\_ (if submitting more than one project)

Note - This is not an Entry Form. It is a worksheet to help you get your information together before going online to enter your projects.

Contact Name \_\_\_\_\_

Contact Phone \_\_\_\_\_

Contact Email \_\_\_\_\_

Firm Name \_\_\_\_\_

Firm Address \_\_\_\_\_

Firm City/State/Zip \_\_\_\_\_

Project Address/Location \_\_\_\_\_

Project Architect of Record \_\_\_\_\_

Project Architect of Record AIA Member Number \_\_\_\_\_

Project Categories:

<input type="checkbox"/> Built Architecture	<input type="checkbox"/> Unbuilt Architecture	<input type="checkbox"/> Academic
<input type="checkbox"/> Commercial Architecture	<input type="checkbox"/> Commercial Architecture	Any project designed
<input type="checkbox"/> Commercial Interiors	<input type="checkbox"/> Commercial Interiors	for academic credit
<input type="checkbox"/> Residential/Interiors	<input type="checkbox"/> Residential/Interiors	or competition.

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# 2019 AIA Nevada Excellence In Design

Project Name:

## ENTRY WORKSHEET - Page 2 of 4

You are required to provide the COMPLETE and ACCURATE contact information for all persons involved in the project being entered. Please write n/a if team role is not applicable for this project.

Client/Owner/Developer: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Architect(s) : \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Interior Designer(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Landscape Architect(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

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# 2019 AIA Nevada Excellence In Design

Project Name:

**ENTRY WORKSHEET - Page 3 of 4**

**Entry may be made at  
[www. aialasvegas.org](http://www.aialasvegas.org)**

**Entry Fees are  
\$225 per entry**

**Completed Entry  
Information and Fees  
are due no later than  
Friday,  
September 6, 2019  
4pm PST**

**Submittals are due  
no later than  
Friday,  
October 18, 2019  
4pm PST**

**Late Submittals are due  
no later than  
Monday,  
October 21, 2019  
4pm PST  
(Additional \$100 Fee)**

Structural Engineer(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Electrical Engineer(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Mechanical Engineer(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Civil Engineer(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_



# 2019 AIA Nevada Excellence In Design

Project Name:

**ENTRY WORKSHEET - Page 4 of 4**

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October 18, 2019  
4pm PST**

**Late Submittals are due  
no later than  
Monday,  
October 21, 2019  
4pm PST  
(Additional \$100 Fee)**

General Contractor(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Photographer(s): \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Others on the Design Team: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Function: \_\_\_\_\_

Others on the Design Team: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Function: \_\_\_\_\_



# 2019 AIA Nevada Excellence In Design

## INTERN COMPENSATION DISCLAIMER

I, \_\_\_\_\_

do declare that I do not employ unpaid interns, nor does any firm of which I am an owner or manager.

Firm name: \_\_\_\_\_

Architect's signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

At a National AIA Board of Directors meeting on May 3-4, 1995, a policy was adopted:

“Any architect desiring to promote or be promoted by the AIA through awards programs, publications, speaking engagements, elected or appointed office or admission to Fellowship, must declare that they themselves and/or their firm does not employ unpaid intern architects in their professional practice.”

The AIA Nevada and AIA Las Vegas Board of Directors have adopted this policy. An owner or manager of your firm must sign this form and it must be included as a part of your overall submittal.

**AN OWNER OR MANAGER OF YOUR FIRM MUST SIGN THIS FORM.  
INCLUDE IT IN THE SUBMITTAL FILE.**