

INSTRUCTIONS FOR COMPLETION OF APPLICATION AND PORTFOLIO

1. To be eligible for entry, contractors, associates, architects or designers must be **paid** members of the SFAHBA and the Santa Fe Remodelers Council before the entry deadline date.
2. A **Project Entry** is defined as one remodel/renovation at one address and may be entered in the same category only once. Previously judged projects could be entered in a new category. For example, if the project was entered previously as a Whole House Remodel; the project could be submitted this year in the Kitchen category if it was not previously entered in that category.
3. An **Additional Category Entry** is defined as a remodel/renovation as part of a project entry in additional category(s) with the same address as the project entry.
4. One project may include multiple category entries. Each entry [Project or Additional Category] requires a separate entry form, fee and portfolio.
5. **Unique portfolios are required for each entry.** Multiple submissions in different categories for the same project require unique portfolios.
6. Identical portfolios for different entries will **not** be accepted.
7. Entries are limited by the number of pages available in the *Haciendas- Home/Design/Remodel Resource Guide*. Pages are limited to 30 full pages on a first come-first served basis. Any Entries above the 30 page limit will pay full Bella Media price for the spread requested.
8. Entries must have building permits when required.
9. Projects must be completed between **January 1, 2007 and March 9, 2012.**
10. Projects must be located within the geographical jurisdiction of SFAHBA.
11. Each paid entry shall receive an official portfolio binder from SFAHBA to be used to present the project. Use the format provided.
12. The portfolio **must not** contain the name of the Remodeler or his/her company. The anonymity of the project **must** be strictly maintained.
13. The anonymity of the owners will be maintained. Owners will not be contacted and addresses will not be published
14. The cost of the project **must** be included with the entry. The applicable cost for each category entry within the project must be included for judging. The project or category price need not be included as part of the magazine copy.
15. Entries will be judged from materials provided in portfolios alone. The value of the project and the quality of workmanship will be determined by the portfolio.
16. We encourage all materials presented in the portfolio be the most *professional quality* possible.
17. A single entry in any category does **not** guarantee an award will be given.
18. Price ranges for each category will be determined at the judge's discretion based on the number of entries per category.
19. Awards are determined by the judges based on merit and **may** be given to "The Best of Category" in each appropriate price range. A Grand Award winner **may** also be selected by the judges.
20. Awards will be given in Project Categories that display excellence in the following areas applicable to the entry
 1. A **"Design Entry"** will be judged on Portfolio, Value and Design
 2. A **"Build Entry"** will be judged on Portfolio, Value and Craftsmanship
 3. A **"Green Entry"** will be judged on Portfolio, Value, Design and Craftsmanship

Application page 1: Magazine

DEADLINE FOR ENTRIES: March 9, 2012, 4:30 pm

Limited to 30 pages in *Haciendas – Home/Design/Remodel Resource Guide*.

Requirements: the following to be supplied on CD or memory stick, or transmitted via internet sites such as dropbox or Yousendit. Email to: dee@sfahba.com.

1/2 or Full Page entry

A 60-75 word maximum description of the project

Company logo

- Provide an electronic, high resolution, version of your company logo.

Designated before and after photos

- Provide a designated “before” and “after” photo separate from the photos in the portfolio (or two “after” photos, if category entered is an Addition)
 - Photos should be high-resolution color scans or digital photos (minimum 300 dpi)
 - If taken with a digital camera, shoot with the highest resolution available
 - Clear crisp color photographs are also acceptable
 - Publisher will not accept Polaroid photographs, negatives (film), color or black & white laser copies, faxes or low-resolution scans or photos

Additional photos

- Full page entries receive 4.75 x 9.75 inches of additional photo space

1/4 Page Category Entry

Category Picture [after]

Company logo

The publisher has the sole right to refuse any inappropriate photographs or materials.

Application page 2: Project Information / Magazine

For Magazine and potential awards:

Company Name: _____

Contact Name & Phone/Cell Number: _____

Fax Number: _____ E-Mail Address: _____

Company Address/City/Zip: _____

Architect/Designer: _____

Project Completion Date (between 1/1/2007 & 3/9/2012): _____

Project Criteria and Category

Main Entry Category to be featured in the Haciendas Home/Design/ Remodel Resource Guide:

What category is the main entry in? _____ (Refer to Categories below)

Size of magazine layout? Full page Half page **(circle one)**

Fair Market of Main Category Entry Price: \$ _____ Publish? Yes No **(circle one)**
(required for judging)

Additional Categories entered for this Project:

Choose as many additional categories as desired. The price for each additional category is determined by the size of the spread purchased in the Haciendas Home/Design/Remodel Resource Guide.

Full Page	1/2 page	1/4 page		Fair market price for this category (required for judging)			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Whole House Remodel	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Remodel Other than Whole House	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Addition	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kitchen	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bath	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Living Space	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Remodeled Landscape	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Unique Detail(s) or Feature(s)	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Commercial Renovation	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Historic Restoration	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exterior Renovation	\$ _____	Publish?	Yes	No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Green Renovation	\$ _____	Publish?	Yes	No

Please choose one or more of the following judging criteria. Portfolios will be judged in all the criteria indicated. For each additional judging criterion, add \$25.00.

_____ Design _____ Build _____ Green

Each Project Entry and Additional Category Entry requires a separate and unique portfolio

Application page 3: Project Information – not provided to judges

Information not published: Judges may request a site visit.

Client Name: _____

Project Address: _____

EXCELLENCE AWARDS

Awards are determined by Merit. It is the judges’ discretion to award or not to award Project, Category, or Grand Showcase awards. See: INSTRUCTIONS FOR COMPLETION OF APPLICATION PORTFOLIO for more details.

Fees for Entry

		Quantity	Price
Multiple Criteria	\$25.00 Each	_____	\$_____

Early Bird Before: February 1, 2012—Non- refundable

Project Entry:

Full page	\$795.00	_____	\$_____
Half page	\$395.00	_____	\$_____

Additional Categories:

Full page	\$795.00	_____	\$_____
Half page	\$395.00	_____	\$_____
1/4 page listing	\$250.00	_____	\$_____

Regular Entry: February 2-March 9, 2012

Project Entry:

Full page	\$875.00	_____	\$_____
Half page	\$475.00	_____	\$_____

Additional Categories:

Full page	\$875.00	_____	\$_____
Half page	\$475.00	_____	\$_____
1/4 page listing	\$275.00	_____	\$_____

TOTAL: _____

Membership Requirements

Annual dues

Santa Fe Area Home Builders Association	\$575	includes membership in National & NM HBA
Santa Fe Remodelers	\$ 75	includes membership in National Remodelers

Application page 4: Project Information for judges

Project Completion Date (between 1/1/2007 & 3/9/2012): _____

Project Designed by _____ [owner, builder, designer, other]

Is project owned by entrant? _____ Square feet of Category Entry? _____

Fair Market Price for this Category Entry Excluding Land \$ _____, dollars/sf: _____

Job-site Address [Will not be published] _____

ENTRY CATEGORY:

- | | |
|---|---|
| <input type="checkbox"/> Whole House Remodel | <input type="checkbox"/> Outdoor Living Space |
| <input type="checkbox"/> Remodel Other Than Whole House | <input type="checkbox"/> Remodeled Landscape |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Unique Detail(s) or Feature(s) |
| <input type="checkbox"/> Kitchen | <input type="checkbox"/> Commercial Renovation |
| <input type="checkbox"/> Bath | <input type="checkbox"/> Historic Restoration |
| <input type="checkbox"/> Exterior Renovation | <input type="checkbox"/> Green Renovation |

EXCELLENCE AWARDS

Awards are determined by Merit. It is within the judges' discretion to award or not award Project, Category and Grand Showcase awards.

See the INSTRUCTIONS FOR COMPLETION OF APPLICATION AND PORTFOLIO sheet for more details.

JUDGES COMMENTS FOR REMODELER:

Application page 9

Jobsite Map

[Insert here]

Application page 10

Demo or Existing Plan

Please attach the Demo [Before] Existing Plan in the binder here- maximum size of 11 x 17.

Full size blueprints are not acceptable.

Label the plan or drawing

Brief Description of Plan [Insert on the plan or on the sleeve containing the plan]

Before

Application page 11

New Floor Plan

Please attach the New Floor Plan in the binder here- maximum size of 11 x 17. Full size blueprints are not acceptable.

Label the plan or drawing

Brief Description of Plan [Insert on the plan or on the sleeve containing the plan]

After

Application pages 12, 14, 16, 18, 20

8x10 Color Photo Before

You may include up to 5 “Before” and 5 “After” photos of your project in this section. Be sure to have the “Before” on the left and the “After” on the right. You may use the sleeves provided or your own.

Additional photographs using the same left [before] right [after] format may be added to the end section labeled “Optional”.

Make sure all photographs are labeled with a concise, informative description.

Brief Description of Photo [Insert on the photo or on the sleeve containing the photo]

Describe anything special you want the judges to know about this photo.

Before

Application pages 13, 15, 17, 19, 21 [Up to 5 After Photos]

8x10 Color Photo After

Brief Description of Photo [Insert on the photo or on the sleeve containing the Photo]

Describe anything special you want the judges to know about this photo.

After

Application page 22

Briefly explain to the judges why you believe your project is worthy of an award for Excellence in Remodeling. Sell yourself and your work but use specific examples. Entries will be judged from the portfolios alone.

Awards are determined by Merit.

It is within the judges' discretion to award or not award any Project, Category or Grand Showcase awards. The judges may determine a project should receive a "special award."

Judges Comments for the Remodeler/Designer:

Application page 23

Optional

Additional Information, Pictures, or Comments

[Insert behind this page]