

TO BE COMPLETED THE APPLICANT

Project Name
Local Authority
Category

2009 LABC West of England Building Excellence Awards Entry Form & Background Information

There are two methods of entering the awards either electronically (preferred method) or by hard copy. All completed forms and supporting material should be sent to your local Authority Building Control Office for endorsement. They will then be sent to LABC Promotions.

Entries forms can be obtained from either your Local Authority Building Control Department, LABC Promotions (address below) or from our website, www.westofenglandawards.co.uk.

The submission (either e-mailed or hard copy) should be no more than 500 words and addresses the criteria set out for the category you are entering. Further information on the categories can be obtained from our website, www.westofenglandawards.co.uk or from your Local Building Control Department.

If you're submitting an e-mail entry, please ensure that the document is A4 sized and that you supply high quality jpeg digital photographs with your submission (if appropriate). You must use the official entry form.

If you are submitting a hard copy you can "package" this information and lay it out as you see fit, but it must not exceed three pages of A4 in total. Do not send hard copy entries that are not A4 sized! Please do not bind up your entry. If you are submitting a hard copy please supply 6 copies of your submission together with 6 entry forms and 6 sets of good quality photographs (if appropriate).

Whether submitting an electronic or hard copy entry your submission should be clearly presented (ideally typed) and easy for the judges to read and absorb. You can include graphs, diagrams or small pictures as part of the entry as long as it does not exceed three pages of A4 in total.

The submissions will be judged by a panel of judges who consist of professionals from across the construction industry.

Your submission should focus on facts rather than PR hype and ensure that you address the criteria set out for each category. The judges are impressed by hard facts that demonstrate or quantify progress. Make sure you include these. The judges will also, in all categories, be looking for attention to detail, evidence of a positive working relationship with their local LABC Building Control Department and all round build quality.

The judges' decision is final and no correspondence will be entered into.

You can enter one project for more than one category and are free to enter as many categories as you like. However, please ensure that you complete a separate entry form and submit a separate submission for each category entered.

The awards effectively cover projects completed in 2008.

Finally the winners and finalists of the awards may state in advertising, promotional material and on their stationery that they are a winner, but this must make it clear which category and the year in which they were successful. More details of this can be obtained from your local Authority Building Control Department

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Please send a separate entry for each nomination

The award Categories are :

- **Best domestic extension**
- **Best conversion to dwelling(s)**
- **Best housing - small developer or development, for example 1-10 units**
- **Best housing - large developer or development, for example 11+ units**
- **Best social or affordable housing development**
- **Best healthcare building**
- **Best educational building**
- **Best commercial building up to £1 million**
- **Best commercial building over £1 million**
- **Best sustainable project**
- **Best technical innovation**
- **Best partnership with a local authority (with evidence of a long standing relationship)**

CLOSING DATE FOR ENTRIES MARCH 31st 2009

All application forms should be sent to your Local Authority Building Control Department for endorsement.

LABC PROMOTIONS

4 Tintagel Way

Horeston Grange

Nuneaton

Warwickshire

CV11 6SN

TEL / FAX 024 76340730

Email ; b.bannister@btinternet.com

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Project Name
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Contacts sheet

Local Authority	
Project surveyor	
Group leader	
Address 1	
Address 2	
Address 3	
Address 4	
Postcode	
Tel Number	
Fax Number	
Mobile Number	
E Mail	

Owner/developer	
Company	
Contact Name	
Address 1	
Address 2	
Address 3	
Address 4	
Postcode	
Tel Number	
Fax Number	
E Mail	
Do they support this nomination ?	

Architect	
Company	
Contact Name	
Address 1	
Address 2	
Address 3	
Address 4	
Postcode	
Tel Number	
Fax Number	
E Mail	
Do they support this nomination?	

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Project Name
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Main Contractor	
Company	
Contact Name	
Address 1	
Address 2	
Address 3	
Address 4	
Postcode	
Tel Number	
Fax Number	
E Mail	
Do they support this nomination ?	

Other design consultant 1	
Company	
Contact Name	
Address 1	
Address 2	
Address 3	
Address 4	
Postcode	
Tel Number	
Fax Number	
E Mail	

Other design consultant 2	
Company	
Contact Name	
Address 1	
Address 2	
Address 3	
Address 4	
Postcode	
Tel Number	
Fax Number	
E Mail	