



Awards of Excellence RULES

Deadline: November 15, 2024

IMPORTANT: Projects can only enter a maximum of two (2) categories. One project can only be entered once in the Presentation category and once in a Specialty category. This is to ensure that one company doesn't receive numerous awards.

One Project or property can only be entered into a maximum of two (2) categories: once in the Presentation Category and once in a Specialty Category.

PRESENTATION CATEGORIES

Each project / property can be entered in only ONE Presentation category

SPECIALTY CATEGORIES

Each project / property can be entered in only ONE Speciality category

**PLEASE REFER TO THE AWARDS PAGE ON OUR WEBSITE
FOR RELEVANT CATEGORY
INFORMATION FOR YOUR SUBMISSION**

DESIGN ELIGIBILITY CRITERIA

- The design submission is “design” only. The project does not have to be installed.
- If the project is installed (completed no more than three years prior to the entry deadline), then you may include installation images; however, construction/installation of the landscape is not evaluated.
- The site for the design cannot be the primary residence or property of the entrant.

General Information for the 2024 Awards of Excellence Program

- All submission materials must be submitted via email, or file sharing site (WeTransfer is preferred) accompanied by the application.
- All material submitted becomes the sole property of the Landscape Nova Scotia Horticultural Trades Association (LNSHTA) and may be used by LNSHTA in whatever manner it deems appropriate. Material will not be returned.
- One project may be entered in one presentation (Installation/Construction, Maintenance or Design) Category AND one Specialty (if desired).
- The association accepts no responsibility for photographic copyright fees.
- The entry with the highest points as determined by the judges will be deemed the winner, and will be recognized in the Association's and CNLA publications and website where appropriate.
- Permission from the client must be provided.
- Judging Standards – Entries can't win by default. Using the new scoring system provided by CNLA a minimum score of 75% must be achieved before any project can receive an award. This will prevent lower standard entries from winning just because they were the only.
- The 3 highest scores per category will be submitted to the National Awards of Excellence. Please notify Landscape NS if you do not wish your entry to go to the national level.

What you must submit for the 2024 Awards of Excellence Program

- A signed and completed entry form (found in Entry Package)
- A response to all questions (found in Entry Package) or an explanation why of the lack of response
- Pictures and/or video of site (before, during and after)
 - No less than 6 pictures, no more than 20
- List of suppliers
- Any drawings related to the project
 - All Design drawings must be provided in PDF format
- Budget and timeline
- List of materials
- Any specifications used for the project
- Letter of permission from client

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APPLICATION FORM

An entry form is required for **each** project submitted. All information must be clearly typed or printed and emailed to Landscape NS at info@landscapenovascotia.ca

Name of entrant (Member Company): _____
Name of contact person: _____
Address: _____ City: _____
Province: _____ Postal Code: _____
Phone: _____ Email: _____

Award Trophy and Promotional Information:

Please indicate the information exactly how it should appear on an award trophy or in presentations, websites, published association promotional material and/or media releases about the awards.

Name of Company: _____
Name of project: _____
Project City: _____

*This document MUST be accompanied with your entry information, pictures, drawings, budgets, time lines etc. and emailed to the Landscape Nova Scotia office no later than **November 15, 2024.***

Please sign below

Copyright Release of Digital Photos:

I (we) understand that upon submitting this application to LNS, the digital photos become the property of LNS and CNLA, should this entry be submitted to the National Awards of Landscape Excellence.

I (we) agree to give LNS, and the CNLA permission to use the digital photos in award recognition or any other promotional activity that LNS, and the CNLA is involved with.

Applicant's Signature: _____ Date: _____

I (we) verify that all the information contained on this form and the attached entry information (outlined in the package) is accurate and that I have read, understood and agree to abide by all the rules and procedures.

Applicant's Signature: _____ Date: _____

Please include this signed document with your entry or email to info@landscapenovascotia.ca



ENTRY APPLICATION

DEADLINE: November 15, 2024

Please provide responses in a Word document (no PDFs), project clearly labelled, along with any other documentation required for the judges.

Landscape Nova Scotia
P.O. Box 24 Stn Main
Dartmouth, NS
B2Y 3Y2
Have Questions? Call LNS (902) 800-4321
info@landscapenovascotia.ca

Please provide responses to the following questions in a Word document, clearly labeled. Along with pictures, drawings or any other documentation associated with the project:

1. Please provide Company Name entering into the Awards of Excellence.
2. Please provide a contact and contact information (including: address, phone, email)
3. Please check the category where this project falls:

Category (Residential, Commercial, Design):

Sub Category (Construction, Maintenance, Special

The following information is to be included in the written brief, using these headings in this order:

1. A Statement of the Design Intent (**75 words max.**)
 - Description of the nature or complexity of the site
 - Conditions set out by the client
 - Design theme selected to meet the client's need
- 2.

2. Project Team Responsibilities

If the project is installed, ensure that the designer and any others who performed work on this project are identified, list the designer, contractor and any subcontractors involved in the development of this project. Indicate name, title, business name and in one statement, their role in the project.

3. Landscape Plans

A full set of design plans to scale, used to construct the project must be submitted. They should demonstrate quality drawing and design techniques. The landscape design plans do not have to be coloured; however, colour rendering preferred.

Plans and drawings must be converted to a .PDF file. Hand drawn plans may be scanned and copied to a .PDF file. Most CAD programs (i.e. AutoCAD, VectorWorks, DynaSCAPE etc.) can save drawings directly to .PDF files. CAD users can also use PDF conversion software to create .PDF files. If not, printed CAD drawings can be scanned and copied to a .PDF file. Include a drawing scale, including graphic scale, to portray relevance in a .PDF format.