

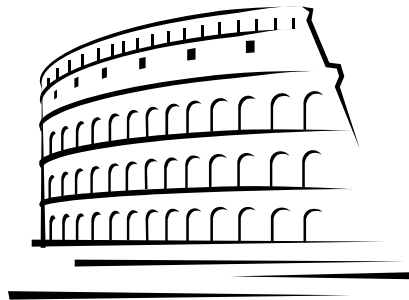
# CotY 2009 Awards Mid-Maryland Chapter

Entry Deadline: 3:00 PM Friday, September 4, 2009

October 21, 2009

## NARI-Mid Maryland

### *CALL FOR ENTRIES*



***Key Dates:***

Binder Request Deadline: Friday, August 14, 2009

Entry Deadline: 3:00 PM Friday, September 4, 2009

***Awards Dinner: Tuesday, October 21, 2009***

# CoTY<sup>2009</sup> Awards Mid-Maryland Chapter

**Entry Deadline:** 3:00 PM Friday, September 4, 2009

**Binder Request Deadline:** Friday, August 14, 2009

**Entry Deadline:** 3:00 PM Friday, September 4, 2009

**Awards Dinner:** Wednesday, October 21, 2009

## HOW TO ENTER

1. Review the Call for Entries information packet.
2. Complete the Binder Request Form and e-mail, fax, or mail it, with your payment to the NARI Mid-Maryland, P.O. Box 128, Monrovia, MD 21770 by Friday, August 14, 2009.
3. Upon receipt of your Binder Request Form, your binder(s) will be shipped to you immediately. You may also arrange to pick up your binder(s) at one of the NARI Mid-Maryland events; the entries must still be in by the deadline. All required entry forms will be in the binder.
4. Complete all forms in the Administrative Sleeve of your binder(s). Complete your binder(s) according to the specifications outlined in the Call for Entries brochure. All binders must be received at NARI Mid-Maryland, 12088 Stansbury Drive, Monrovia, MD 21770, by 3:00 PM on Friday, September 4, 2009.

## REQUEST FOR BINDER INFORMATION

### Entry Eligibility

Those eligible to enter their project to compete for an award: Any contractor (individual or company) who holds the contract with the owner and is a Mid-Maryland NARI member in good standing. For entries with multiple contributors, there will be an opportunity to list each team member involved in the project. Grand CoTY award winners will receive one (1) award. You will have the opportunity to purchase additional awards for parties that contributed to the project at a rate of \$75 per extra award. Entries must be completed in full per the specifications listed in order to be eligible to compete.

# COTY<sup>2009</sup> Awards Mid-Maryland Chapter

**Entry Deadline:** 3:00 PM Friday, September 4, 2009

## **Entry Fees**

The fee to enter is \$175 per binder. The entry fee covers the administrative process, judging process and the binder. A separate binder is required for each entry.

The last day to request a binder is Friday, August 14, 2009. You may request a binder after August 14, 2009, however there will be a \$35 late fee applied.

## **Entry Deadline**

Entries must be received at NARI Mid-Maryland, 12088 Stansbury Drive, Monrovia, MD 21770 by 3:00 PM on Friday, September 4, 2009. **Entries will not be accepted beyond this date and time.**

## **GENERAL INFORMATION**

### **Rules and Guidelines**

- Projects must be completed between November 1, 2007 and August 1, 2009.
- The entry will not be able to be entered into future Mid-Maryland COTY contests, however, may be eligible for entry in other chapters, including NARI National.
- All projects entered in the Mid-Maryland COTY categories must be an improvement or addition to an existing structure, except for the Detached Structures category.
- A project can only be entered in one category. There is one exception to this rule: A project can be entered in one category and may also be entered in the Green category.
- A separate binder is required for each entry.
- All project locations are eligible.

### **Judging Criteria**

An impartial panel of professionals in the remodeling industry will evaluate all descriptive information and photographs. Using a standard points system, all entries will be objectively judged on problem solving, functionality, aesthetics, craftsmanship, innovation, degree of difficulty and entry presentation. Please note that, based on points earned, judges may elect not to present a Finalist, Merit or Grand Mid-Maryland COTY award in every category.

# COTY<sup>2009</sup> Awards Mid-Maryland Chapter

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Winners will be notified by mail and recognized at the Chapter's Mid-Maryland COTY Awards Program on October 21, 2009 at Dutch's Daughter in Frederick, MD.

After judging, you may pick up your binders beginning November 2, 2009 or you may have them sent to you via FedEx. *Please enclose a FedEx form with your address and FedEx Account Number or Credit Card. The NARI Mid-Maryland Chapter will be unable to pay for shipping costs.*

## **BINDER SPECIFICATIONS**

All forms will be located in the Administrative Sleeve of the binder. Included is an entry form, a checklist, a green checklist (optional), a project information form, a proof of time/homeowner affidavit, a photographer's release form and a media form.

## **Photos, Diagrams, and Drawings**

The content of your binder will tell the story of your project using photos, diagrams, drawings, and descriptions. The selection and arrangement of these items is critical to the presentation of your entry.

1. A minimum of one (1) "before" and one (1) "after" picture is required. An entry may have a maximum of 30 pages (15 pages front and back) of photos, diagrams, drawings, and descriptions. "During" photos are helpful, but not required.
2. "Before" photos may be any size up to 8.5"x11". "After" photos should be 8.5"x11".
3. Do not include company or contractor names within the content of the photo. Do not include photos that have people or animals in them.
4. Diagrams and drawings can enable the judges to quickly grasp your project. Use them as necessary, but do not include blueprints. Reduce the size of the diagram or drawing to 8.5"x11" or place it in the last page. Make sure it does not stick out of the top or side of the binder. Diagrams and drawings will count toward your page limit maximum of 30 pages (15 pages front and back).

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## CD

1. A digitally formatted CD must accompany each entry binder and be placed in the Administrative Sleeve of the binder.
2. The CD must contain one (1) "before" photo and one (1) "after" photo as well as a digital copy of your company logo. In addition, please include a description of your "before" and "after" photos in a Microsoft Word document on the CD.
3. Do not include company or contractor names within the content of the photo.
4. It is recommended that the photographer insert their name in the metadata.
5. Clearly name the pictures on the CD to indicate which is a "before" and which is an "after" photo.
6. Save "before" and "after" photos as 300 dpi (jpeg or tiff) at 8.5"x11".
7. The CD should include a digital file of your company logo (jpeg, tiff or eps).
8. Write your company name and the category and binder number on the CD with a permanent marker (preferably CD-safe).

# COTY 2009 Awards Mid-Maryland Chapter

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## **BENEFITS OF ENTERING THE MID-MARYLAND COTY AWARDS**

The benefits of entering the Mid-Maryland COTY Awards are vast – for your company and for the NARI Mid-Maryland Chapter! When you enter, and win, you enhance your company's prestige, positioning and distinguish your company in the marketplace.

- The Mid-Maryland COTY Award represents the "best of the best" in the remodeling and design-build industry. Winning a COTY Award puts your company in an elite category and can establish your firm's reputation for excellence.
- Entering, and winning, a Mid-Maryland COTY reinforces that your company strives for the best.
- When you list your Mid-Maryland COTY Awards on your website and in your promotional materials, you position your company as a winner.
- Showcasing your winning entries inspires consumers to aim higher with their projects.
- Bringing customers to the Mid-Maryland COTY Awards event cements their loyalty to your firm so that they come back to you for the next job.
- Winners gain free local media attention, PR, and a NARI website hyperlink to their website.
- Entering prestigious awards programs has proven to increase employee morale and to reduce employee turnover.

## **QUESTIONS?**

Contact:

NARI Mid-Maryland

Filomena Thompson

P 301-829-9866

F 301-829-9868

E-Mail: [info@marylandnari.org](mailto:info@marylandnari.org)

# CotY 2009 Awards Mid-Maryland Chapter

Entry Deadline: 3:00 PM Friday, September 4, 2009

Binder Request Form *Binder Request Deadline: Friday, August 14, 2009*

COMPANY NAME: \_\_\_\_\_

## CONTACT INFORMATION

Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

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

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

E-mail Address: \_\_\_\_\_

Fax #: \_\_\_\_\_

Cell #: \_\_\_\_\_

(if best way to contact you)

## ENTRY REQUEST DETAIL

Please send me \_\_\_\_\_ copies of the Entry Binder.

\$175/Binder x \_\_\_\_\_ = Total Entry Fee \_\_\_\_\_

## PAYMENT INFORMATION

Check (made payable to NARI Mid-Maryland)  MC  Visa  Amer.Exp.

\_\_\_\_\_  
Card Number

\_\_\_\_\_  
Expiration Date Security Code

\_\_\_\_\_  
Cardholder's Name

\_\_\_\_\_  
Billing Address, City, State, Zip Code

\_\_\_\_\_  
Signature

Return Binder Request Form and Payment via e-mail to [info@marylandnari.org](mailto:info@marylandnari.org), fax, or mail to the NARI Mid-Maryland, P.O. Box 128, Monrovia, MD 21770 by **Friday, August 14, 2009**.

# CotY 2009 Awards Mid-Maryland Chapter

Entry Deadline: 3:00 PM Friday, September 4, 2009

## CATEGORIES

**C1. Residential Kitchen Under \$50,000:** Best residential kitchen remodel with a total project cost under \$50,000. Only interior photos may be used.

**C2. Residential Kitchen \$50,000 - \$100,000:** Best residential kitchen remodel with a total project cost over \$50,000 and up to \$100,000. Only interior photos may be used.

**C3. Residential Kitchen \$100,000 - \$150,000:** Best residential kitchen remodel with a total project cost over \$100,000 and up to \$150,000. Only interior photos may be used.

**C4. Residential Kitchen Over \$150,000:** Best residential kitchen remodel with a total project cost over \$150,000. Only interior photos may be used.

**C5. Residential Bath under \$30,000:** Best residential bath remodel with a total project cost under \$30,000. Only interior photos may be used.

**C6. Residential Bath \$30,000 - \$60,000:** Best residential bath remodel with a total project cost over \$30,000 and up to \$60,000. Only interior photos may be used.

**C7. Residential Bath Over \$60,000:** Best residential bath remodel with a total project cost over \$60,000. Only interior photos may be used.

**C8. Residential Interior \$250,000 and under:** Best residential interior remodel \$250,000 and under. Includes, but is not limited to such projects as family or recreation room remodeling, attic or basement conversions, etc. Work must be done within the existing walls of a residential structure. This category does not include room additions. Only interior photos may be used.

# CotY 2009 Awards Mid-Maryland Chapter

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## CATEGORIES *(continued)*

**C9. Residential Interior \$250,000 - \$500,000:** Best residential interior remodel over \$250,000 and up to \$500,000. Includes, but is not limited to such projects as family or recreation room remodeling, attic or basement conversions, etc. Work must be done within the existing walls of a residential structure. This category does not include room additions. Only interior photos may be used.

**C10. Residential Interior Over \$500,000:** Best residential interior remodel with a total project cost over \$500,000. Includes, but is not limited to, such projects as family or recreation room remodeling, attic or basement conversions, etc. Work must be done within the existing walls of a residential structure. This category does not include room additions. Only interior photos may be used.

**C11. Residential Interior Specialty:** This category represents a special interior element of a project. It includes, but is not limited to, such projects as railings and columns; brick, stone, and masonry work; tilting; air conditioning and heating; fireplaces; vestibules; insulation; kitchen hoods; glass block; wall finishes such as plaster; flooring; audio/visual systems; and home automation. Work must have been done to the interior of an existing residential interior structure. Only interior photos may be used. The residential interior specialty must be specified in the entry materials and in the descriptive text in order to qualify.

**C12. Residential Addition Under \$250,000:** Best residential addition under \$250,000. Includes, but is not limited to, additions, add-a-levels, or attic build-outs, which increases livable space of the existing home. The project cannot have changed the exterior footprint or elevations of the existing residential structure in more than one location. Interior and exterior photos may be used.

**C13. Residential Addition \$250,000 - \$500,000:** Best residential addition over \$250,000 and up to \$500,000. Includes, but is not limited to, additions, add-a-levels, or attic build-outs, which increases livable space of the existing home. The project cannot have changed the exterior footprint or elevations of the existing residential structure in more than one location. Interior and exterior photos may be used.

# CotY 2009 Awards Mid-Maryland Chapter

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## CATEGORIES *(continued)*

**C14. Residential Addition Over \$500,000:** Best residential addition over \$500,000. Includes, but is not limited to, additions, add-a-levels, or attic build-outs, which increases livable space of the existing home. The project cannot have changed the exterior footprint or elevations of the existing residential structure in more than one location. Interior and exterior photos may be used.

**C15. Residential Exterior Under \$100,000:** Best exterior project under \$100,000. Includes, but is not limited to, alterations to the exterior of a residential building such as porticos, porches, decks, glass or screen enclosures, windows, dormers, and exterior resurfacings like siding, stucco, etc., which enhances the overall appearance of the exterior. The project cannot have added heated livable space to the home. Only exterior photographs may be used.

**C16. Residential Exterior \$100,000 and Over:** Best exterior project \$100,000 and over. Includes, but is not limited to, alterations to the exterior of a residential building such as porticos, porches, decks, glass or screen enclosures, windows, dormers, and exterior resurfacings like siding, stucco, etc., which enhances the overall appearance of the exterior. The project cannot have added heated livable space to the home. Only exterior photographs may be used.

**C17. Residential Exterior Specialty:** This category represents a special exterior element of a project. It includes, but is not limited to, such projects as decks, columns, pagodas, trellises, arbors, fences and gates, patios and terraces, drive-ways, walkways, retaining walls, other masonry elements, fountains and water features, swimming pools and spas, and outdoor lighting. Also included may be detached structures such as garages, pool houses, studios, guesthouses, sheds, gazebos, pavilions, etc. The residential exterior specialty must be specified in the entry materials in the descriptive text in order to qualify.

**C18. Entire House Under \$250,000:** A project, with a cost under \$250,000, that remodeled or renovated a substantial portion of the entire residential house, inside and outside, or where multiple additions and/or style changes in footprint or elevation have been made in more than one location.

# CotY 2009 Awards Mid-Maryland Chapter

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## CATEGORIES *(continued)*

**C19. Entire House \$250,000 - \$500,000:** A project, with a cost over \$250,000 and up to \$500,000, that remodeled or renovated a substantial portion of the entire residential house, inside and outside, or where multiple additions and/or style changes in footprint or elevation have been made in more than one location.

**C20. Entire House \$500,000 - \$1,000,000:** A project, with a cost over \$500,000 and up to \$1,000,000, that remodeled or renovated a substantial portion of the entire residential house, inside and outside, or where multiple additions and/or style changes in footprint or elevation have been made in more than one location.

**C21. Entire House Over \$1,000,000:** A project, with a cost over \$1,000,000, that remodeled or renovated a substantial portion of the entire residential house, inside and outside, or where multiple additions and/or style changes in footprint or elevation have been made in more than one location.

**C22. Residential Historical Renovation/Restoration:** The renovation/restoration of the interior and/or exterior of a house or a compatible addition, featuring period design and materials. The house must be a residential structure that is at least 50 years old.

**C23. Residential Universal Design:** The residential universal design category will consider changes in residences that make them usable by people of all ages and physical capabilities. Projects can include, but are not limited to, accessible entrances, modified floor plans, barrier-free kitchens and baths, and use of "smart home" technology. Emphasis will be on using products and design to create invisible solutions that blend with the surroundings. Clearly indicate both the problem and solution to the accessibility problem for evaluation of stated goals.

**C24. Commercial Interior:** Remodeling performed within the existing walls of a commercial structure. Clearly define the type of client and the client's needs in the project description. Only interior photos may be used.

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## CATEGORIES *(continued)*

**C25. Commercial Exterior:** Remodeling performed on the exterior of an existing commercial structure. Clearly define the type of client and the client's needs in the project description. Only exterior photos may be used.

**C26. Commercial Specialty:** Includes, but is not limited to, such projects or operations as cosmetic facelift, siding, roofing, insulation; window, door; railing, columns, brick, stone, masonry work; tiling; solar panels; air conditioning, heating; gutters and leaders, etc. Work must have been done to an existing commercial structure. Clearly define the type of client and the client's needs in the project description. The commercial specialty must be included on your entry form and in the descriptive text to qualify.

**C27. Green:** Best project that utilized "green" materials and/or practices. Projects in this category will be judged on Green Merits only. Please refer to the Green Checklist provided for guidance. *Note: Unlike any other category, projects submitted to this category may be submitted to one other category as well.*