



# 2015 KEY AWARDS CHEAT-SHEET

## HOW TO COMPLETE YOUR ONLINE ENTRY AT KeyAwards.org

### ENTRANT INFORMATION

ENTRANT (Firm Name), ADDRESS, CITY, STATE, ZIP CODE, Phone, Email, PERSON ACCEPTING AWARD Name, Phone and Email, ALTERNATE PERSON TO CONTACT, Phone and Email, PAYMENT INFORMATION - CREDIT/DEBIT CARD OR CHECK

### ENTRY INFORMATION

PROJECT NAME, SQUARE FOOTAGE OF MODEL, SALES PRICE OF MODEL, COST PER SQ. FT., LOCATION / ADDRESS  
 DRIVING INSTRUCTIONS (from nearest major crossroads and/or highways) PHONE NUMBER AT SITE, PERSON TO CONTACT AT SITE

### DESIGN TEAM (NAME AND ADDRESS FOR ALL THAT APPLY TO YOUR PROJECT.)

Builder / Developer, Architect, Land Planner, Marketing Consultant, Civil Engineer, Interior Designer, Landscape Architect, Display Center / Designer, Public Relations Consultant, Advertising Agency, Photographers, Other Consultants

### JUDGING SUBMISSION DATA

Provide a statement outlining the design goals, municipal constraints, design challenges, and thought process behind the solution. List the buyer demographics, relationship with surrounding community, and benefits of the design.

### DIVISIONS & CATEGORIES

For each entry you will choose one DIVISION and one Category within that DIVISION.

Entry Fees	Member	Non Member
1 Key Entry	\$300	\$400
2-4 Entries	\$200	\$300
5+ Entries	\$175	\$250
Crystal Key	\$425	Not Eligible
Remodeling Category	\$200	\$200

#### DIVISION 1 INTERIOR DESIGN

Categories: Condo & Apartment Merchandising, Townhouse and Duplex Merchandising, Single Family Merchandising  
 You will need to include square footage.  
 Category: Interior Design - choose one - Custom Whole House, Residential Space, Public Space, or Design on a Dime

#### DIVISION 2 ARCHITECTURAL DESIGN

Categories: Condo & Apartment, Townhouse & Duplex, Production Single Family, Custom Home  
 You will need to include square footage.

#### DIVISION 3 EXCELLENCE IN REMODELING

Categories: Whole House, Baths, Room Additions, Residential Specialty/Special Projects  
 You will need the cost of the project.

#### DIVISION 4 EXCELLENCE IN NEW CONSTRUCTION

Categories: Condo & Apartment, Townhouse & Duplex, Production Single Family, Custom Home  
 You will need to include square footage.

#### DIVISION 5 COMMUNITY DESIGN & PLANNING

Categories: Choose one - Land Planning, Landscape Design, Amenity Design, Community Theme Design, or Best Overall Community

#### DIVISION 6 CRYSTAL KEY (for innovation and creativity, HBAGC members only)

Categories: Choose one - Crystal Award for Technical Innovation & Use, Crystal Custom Home Award, Crystal Model Home Award, Crystal Key in Remodeling, or Crystal Community Award

#### DIVISION 7 EXCELLENCE IN HIGH PERFORMANCE (Green Construction)

Categories: Choose one - Whole House Remodeling, Unique Use of Material, Special Project, Energy Efficiency Project (any accessory buildings, kitchens, baths and other non-certified projects, or Certified Green New Construction

#### DIVISION 8 CREATE YOUR OWN

Choose this DIVISION if your project does not fit in any other of the above DIVISIONS and categories.  
 Past Categories & Suggestions: Village of the Year, Home Automation, Showroom of the Year (manufacturer or product), Best Landscape Lighting Design, Best Aging-In-Place Design, Best Universal Design, Best Basement Remodeling, Best Coach House Remodeling, Best Vacation Home

**NOTE:** Judges may deem it appropriate to adjust categories/sub-categories after submissions have been received. In the event that this adjust-ment moves your entry to a different category/sub-category, you will be notified.

Key Dates	
August 21, 2015	All Entries, Fees, Photography Due
September 10-25, 2015	Site Visitation & Judging
November 13, 2015	Awards Banquet