



The Hong Kong Institute of Architects
**annual awards &
exhibition 2008**

nomination brief

**deadline for submission
20 December 2008 (Saturday)
12:00 noon**

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INVITATION TO COMPETE

Dear Members,

On behalf of the Institute, we welcome your participation in the HKIA Annual Awards 2008. HKIA Annual Awards is organized every year to give recognition to outstanding architecture designed by our members. The award has been established since 1965 and has been well recognized as the most important architectural award given in Hong Kong.

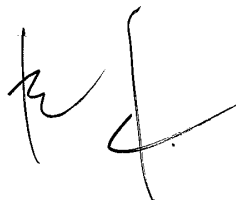
The Institute holds the aspiration to continuously excel and progress. Hence, we have especially added the "HKIA Medal of the Year Outside Hong Kong" award last year, which we were delighted to have received your great enthusiasm and support, indicating the internationalization of Hong Kong Architecture.

Alteration and Addition Works for our Hong Kong projects have been considerably active in the recent years. Not only did these design works bring new life to the existing buildings, but also release their vast potentials and values. Therefore, we will be introducing "Alteration and Addition Works" under the Special Architectural Award category this year.

We are pleased to have Mr. James Saywell, Hinge Magazine's Editor as our Lay juror and Professor Qingyun Ma as our Overseas Juror this year, as well as other jury members including Mr. Leslie Lu, Head of Department of Architecture of The University of Hong Kong, Ms. Agnes Ng, FHKIA and winner recipient of HKIA Young Architects' Award 2007 – Mr Andy Au, HKIA.

We are confident that the HKIA Annual Awards 2008 will denote your passion and contribution towards Hong Kong architecture.

Yours Sincerely



Ed LAM
Chairman
Annual Awards 2008 Organizing Committee

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1

INTRODUCTION

With a view to promoting excellence of design in architecture which contributes significantly to the built environment in/outside Hong Kong, nominations are invited for buildings to compete for the HKIA Annual Awards 2008. Selected entrants are invited to participate at the HKIA Annual Awards Exhibition 2008 that will be held in May 2009.

The purpose of the HKIA Annual Awards and Exhibition is to give professional recognition and to increase public awareness to outstanding achievements in architecture. It is hoped that the Annual Awards & Exhibitions will foster an appreciation for buildings which have been designed by members of HKIA and have achieved architectural excellence that deserve professional acknowledgement and public notice, attention or appreciation.

2

**A W A R D S
C A T E G O R Y**
**2.1 HKIA Medal of the Year of Hong Kong /
HKIA Merit Award of Hong Kong**

香港建築師學會全年境內建築大獎 /
香港建築師學會境內優異獎

HKIA Medal of the Year of Hong Kong

The highest honour of all awards given by HKIA to members' works of architectural excellence in Hong Kong and setting an outstanding benchmark in architectural profession. The projects are selected from the HKIA Merit Award **of Hong Kong** entries.

HKIA Merit Award of Hong Kong

The Merit Awards form the shortlist for **HKIA Medal of the Year of Hong Kong**. They are arranged in 4 building types:

- (i) Residential Building;
- (ii) Commercial Building;
- (iii) Community Building;
- (iv) Industrial / Transport / Utility Building;

Submission Requirements

No limitation to the building size. Award for outstanding examples of that category of building and for contribution made to development of the building type. Some categories may have more than 1 winner and others may have none.

2.2 **HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong**

香港建築師學會全年境外建築大獎 /
香港建築師學會境外優異獎

HKIA Medal of the Year Outside Hong Kong

The highest honour of all awards given by HKIA to members' works of architectural excellence in Hong Kong and setting an outstanding benchmark in architectural profession. The projects are selected from the HKIA Merit Award **Outside Hong Kong** entries.

HKIA Merit Award Outside Hong Kong

The Merit Awards form the shortlist for **HKIA Medal of the Year Outside Hong Kong**. They are arranged in 4 building types:

- (i) Residential Building;
- (ii) Commercial Building;
- (iii) Community Building;
- (iv) Industrial / Transport / Utility Building;

Submission Requirements

No limitation to the building size. Award for outstanding examples of that category of building and for contribution made to development of the building type. Some categories may have more than 1 winner and others may have none.

2.3 **President's Prize**

會長獎狀

Award given to member's work in Hong Kong that shown a high quality and creativity in architectural design with a limited budget.

Submission Requirements

The construction cost of the work, excluding the cost of the site formation & substructure, **shall be less than HK\$20 Million**. No limitation is set to nature of work.

2.4 **Special Architectural Award**

主題建築獎

Award given to members' architectural works or research in Hong Kong of contribution to a particular architectural design issue such as:

- (i) Heritage;
- (ii) Sustainable Design;
- (iii) Architectural Research;
- (iv) Architectural Interior;
- (v) Accessibility;
- (vi) Urban Design;
- (vii) Alteration & Addition Works

Submission Requirements

The entries shall write down in their submission form the particular design issue that they would like the Jury Panel to consider. No limitation is set to its nature and size. However, entries under category of "Urban Design" shall be of realistic projects. Entries under category of "Alteration & Addition Works" shall be completed projects with the submission of the Certificate on completion of building works not resulting in a new building or of street works (Form BA 14) to the Building Authority or with equivalent qualification with justification submitted with the entries.

Notes:

Members may submit the same project for different category. However, a separate submission package must be made, for example:

- i) In the case of a building nominated for the HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong under different building types, e.g. Residential & Architectural Interiors
- ii) In the case of a building nominated for the Special Architectural Award under more than one architectural design issue.
- iii) In the case of a building nominated for the HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong and architectural design issue under the Special Architectural Award.
- iv) In the case of a building nominated for the President's Prize and architectural design issue under the Special Architectural Award.

3

SCHEDULE & DEADLINE

| | |
|---|---|
| 25 October 2008 (Saturday) | Invitation of Nominations for the HKIA Annual Awards 2008 |
| 20 December 2008 (Saturday) 12:00 noon | Closing date for receipt of Nominations |
| The Jury / Assessment Process | |
| 13 January 2009 (Tuesday) | <p>Stage I First Screening ^{Note 1}</p> <ul style="list-style-type: none"> - Jury Panel will screen-out nominations from entering into next stage if such nominations are considered not to have met the objective of the Award programme. |
| | <p>Stage II Second Screening ^{Note 2}</p> <ul style="list-style-type: none"> - Selected nominations from Stage I will be short-listed by Jury Panel to enter into Stage III |
| 16 January 2009 (Friday) | <p>Stage III Final Selection and Jury Recommendation</p> <ul style="list-style-type: none"> - Site visits and interviews may be arranged for shortlisted projects in Hong Kong. Separate notice will be sent to those projects teams. - Jury Panel to recommend the winning projects. |
| May 2009 | |

Annual Awards winning list will be officially announced at Press Conference, Newspaper Supplement and Publication. Prize Presentation and Exhibition will be held at Pacific Place I.

^{Note 1} Nominations not being entered into Stage II assessment will be refunded with the submitted participation fee of HK\$2,500. Their submissions will not be displayed in the Exhibition (to be held in May 2009) nor published in the relevant Monograph.

^{Note 2} Nominations not being entered into Stage III assessment will not be refunded with the submitted participation fee of HK\$2,500 as their submissions will be displayed in the Exhibition (to be held in May 2009) although they will not be published in the relevant Monograph.

N.B.: Schedule and deadlines are subject to be amended by HKIA. Prior notice will be provided by HKIA on its official website, www.hkia.net or via fax to members.

4

R U L E S & R E Q U I R E M E N T S

4.1 Eligibility

- The building under nomination must be located within Hong Kong territorial limits for HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong, President's Prize and Special Architectural Award.
- The building under nomination for HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong must be located outside Hong Kong territorial.
- All buildings designed by Members of HKIA are eligible for nominations. Nominations must be made by a HKIA member.
- The nominated projects shall not be in any way associated with members of the Jury.
- A partially completed building would not be accepted unless phasing of the project is so obvious as to render the completed portion a distinct building.
- Restored, rehabilitated and converted buildings are eligible for nomination.
- All nominated buildings or projects should be completed within the last 5 years up to 31/12/2008 (i.e. OP Date within 1/1/2004 to 31/12/2008);
- A building can be nominated provided it has never received any award from HKIA Annual Awards in previous years. Members may not submit any work that has already received an award from HKIA Annual Awards before, this applies to all categories of award.
- The design team for each project that is nominated must be headed by a Fellow or Member of the HKIA. The nomination must specify that if successful, the award should be made to the architectural practice and/or the member(s) of the HKIA, listed in any order as selected by the team leader.
- The joint venture partnership design team for each project that is nominated must be headed by a Fellow or member of the HKIA. The design team must upon nomination, declare which JV party is the major designer. Should the nomination be successful, the award shall be made to the major designer.

Notes:

- i) The HKIA does not bind itself to confine its selection to the works nominated.
- ii) The Institute reserves the right not to make an award if the Jury Panel considers no nomination is worthy of an award.
- iii) The Organizing Committee of HKIA Annual Awards has the discretion to recommend to Jury Panel to exclude entries from the Exhibition & the Publication of Annual Awards with the endorsement from Jury Panel.
- iv) The decision of the Jury Panel shall be final.

4.2 Nomination

- Any Member of the Institute is at liberty to nominate one or more buildings designed by any other member of the Hong Kong Institute of Architects for consideration. The Nominator should nominate by completing the attached Nomination Form with the consent of the Nominee together with all necessary documents
- The Nominees for HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong shall indicate in Item 5 of the nomination form, the award category and building type of the submitted project. The entries will be grouped under different categories of building types for assessment.
- The Nominees for HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong shall indicate in Item 5 of the nomination form, the award category and building type of the submitted project. The entries will be grouped under different categories of building types for assessment.
- In case of doubt about the building type of a particular submission, the decision of the Organizing Committee shall be final.
- The Nominees for Special Architectural Award shall indicate in Item 5 the appropriate award category of the submitted building for Special Architectural Award to be considered by the Jury. A report (of not more than three A4 pages for each design issue) shall append the submission to explain the particular subject in detail.

4.3 Nomination Fee

- HKIA Medal of the Year of Hong Kong /
- HKIA Merit Award of Hong Kong
HK\$ 6,000 for each nomination
- HKIA Medal of the Year Outside Hong Kong /
- HKIA Merit Award Outside Hong Kong
HK\$ 6,000 for each nomination
- President's Prize
HK\$ 3,500 for each nomination
- Special Architectural Award
HK\$ 3,500 for each nomination

Notes:

1. The Nomination Fee is non-refundable once it is submitted.
2. Submitted Nomination Fee of any ineligible building or project will not be refunded also.

4.4 Participation Fee in Public Exhibition and Publication

- Each Nomination has to submit a Participation Fee for Public Exhibition and Publication at HK\$ 2,500 on top of the respective nomination fee mentioned in paragraph 4.3. Nominations not being entered into Stage II assessment will be refunded with the submitted participation fee of HK\$2,500. Their submissions will not be displayed in the Exhibition (to be held in May 2009) nor published in the relevant Monograph.
- Nominations not being entered into Stage III assessment will be refunded with the submitted participation fee of HK\$2,500. However their submissions will be displayed in the Exhibition (to be held in May 2009) although they will not be published in the relevant Monograph.
- Each short-listed nomination or winning projects of HKIA Medal of the Year of Hong Kong, HKIA Medal of the Year Outside Hong Kong, HKIA Merit Award of Hong Kong, HKIA Merit Award Outside Hong Kong, President's Prize and Special Architectural Award will require to contribute their \$2,500 Participation Fee to support part of the running cost of the Exhibition (to be held in May 2009) and publication of the Annual Awards 2008 Monograph.
- For the winning projects, building models or study models, 3-D audio and visual illustrations may be invited by the Organizing Committee for exhibition. In the past, 3-D presentation materials and video display are considered to be more appreciated by the public. However, these extra displays will be subjected to additional charges.

4.5 Submission

- The nominations, together with necessary documents must reach the Registrar, The Hong Kong Institute of Architects on or before 12:00 noon on Saturday, 20 December 2008.
- Necessary Documents include :
 - i) **Checklist [Form 0]**
 - ii) **Nomination Form [Form 1]**
 - iii) **Fact Sheet [Form 2]**
 - iv) **Payment cheque**
 - v) **Copy of Occupation Permit**
 - For government project, Completion Certificates are acceptable.
 - For addition & alteration work, Acknowledgement of Completion is acceptable.
 - For project outside of Hong Kong, Completion Certificates or equivalent are acceptable.
 - vi) **A CD-ROM containing:-**
 - (1) 4 Electronic image files showing the entry project **[Format: in .tiff or .jpg format and image size not less than 350 dpi]**
 - (2) Soft copies **[in .doc]** of the completed Nomination Form [Form 1] & Fact Sheet [Form 2], except for the signatures

vii) **Presentation Boards** (please refer to point 4.6 for details)

viii) In Stage III of the Jury Process, all short-listed nominations are required to submit further plans, sectional drawings reports and other descriptive documents upon request by the Jury Panel. Visit(s) and/or interview(s) by the Jury may be arranged prior to any final decision on the awards.

- The onus is on the Nominator to ensure that his nomination is received by the Registrar of HKIA before the closing date and time of submission.
- No consideration would be given to late submissions.

4.6 Presentation Board Format

- All presentation boards are to be prepared in the metric scale and drawn on paper of an A2 international size (portrait orientation) which shall be 420mm x 594mm. All presentation drawings should be mounted on form boards.
- Specifications:
 - i) The maximum number of panels submitted for each nomination shall not be more than 4.
 - ii) All panels should be arranged in portrait layout format and numbered for the case of display set up as shown in **Diagram A**.
 - iii) All materials shall be securely mounted on foam board using strong adhesive.
 - iv) All texts shall be in both Chinese and English.
 - v) Company name & logo are requested to be placed in Area A, with space as specified in **Diagram B**.
- Arrangement during Exhibition
 - i) Due to limited exhibition space, some of the submitted presentation boards of selected projects after Jury Process Stage I may not be able to be exhibited. It is therefore recommended that the first two presentation boards for each entry shall form an entity of its own in order to assist planning of the layouts in the Exhibition. (Please refer to Diagram A)
 - ii) The Annual Awards Organizing Committee of HKIA reserves the right to select and arrange the panels for the exhibition.

■ Specification for Exhibition Panels

Awardees, short-listed and selected entries shall be responsible for their production of panels for exhibition purpose. Four numbers of display panels shall be submitted to the HKIA Secretariat in accordance to the following specification:

- i) Display panels shall be mounted vertically and the size to be confirmed.
Media - To be printed on Kodak Duratran RA with 5mil lamination on emulsion side backed by 1mm PVC clear acrylic trimmed to specified material size.
- ii) Resolution - 350 dpi
- iii) Mounting - Corners of panels shall be reinforced for eyelet-mounting.
- iv) Protection - Panels shall be properly protected and the four panels shall be submitted in one package. Panels shall not be rolled up when submitted.
- v) The above specification is preliminary. If there is any further revision, the Institute will confirm with all participants on the exact specification 6 weeks before the exhibition.

■ Contents

- i) No advertisement or commercial content should be appeared on the presentation boards.
- ii) The following information is recommended to be appeared on boards:
 - Written description of the project
 - Location Plan
 - Floor plans and sections of the project
 - Photos of the projects (including 4 images of the building showing different perspectives)
- (iii) The extent of the photos and drawings to be included are at the discretion of the Nominees, but the information included should be sufficient to enable the Jury Panel to assess the design merit of the building. Additional typewritten explanatory text on one A4 paper may append the submission.

Diagram A

Note : First two presentation boards for each entry shall form an entity of its own order.

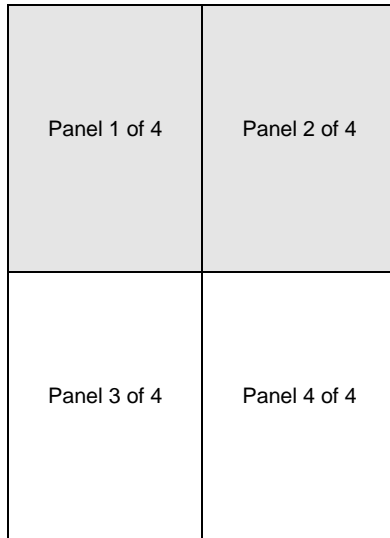
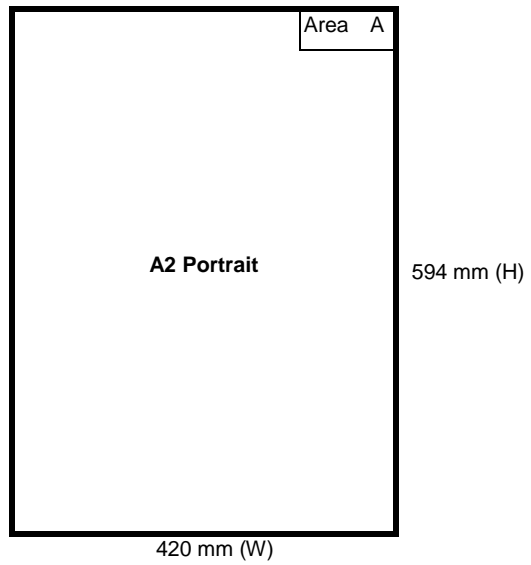


Diagram B

Area A: The 50mm (H) x 100mm (W) space at the upper right-hand corner of each panel. Company name & logo are requested to be placed in Area A, as specified.



5

TERMS & CONDITIONS

5.1 Examination for Eligibility of Submissions

The Annual Awards Organizing Committee may exclude any nomination from consideration by the Jury if it does not fully conform to the Rules & Requirements stated herein. Any such exclusion by the Organizing Committee shall be final and such nominations will not be included in the HKIA Annual Awards Exhibition and Publication.

All nominations will be examined and the works achieved the expected standards of the Award programme will be short-listed to enter final assessment for Awards by the Jury Panel. Other than those screen-off nominations in Stage I, all selected projects in Jury Process Stage II & III will be invited for Exhibition and publication of the special issue of HKIA Annual Award.

5.2 Ownership of the Submissions

All presentation materials including presentation boards, electronic files and photographs (except the model) are deemed to be the property of the Hong Kong Institute of Architects and there are no restrictions or losses recoverable from the Institute on the publication of any material submitted herewith. The Institute reserves the right to reproduce, print, publish, edit the material submitted in either paper or electronic format or the like, for any use.

5.3 Return of Submission

All submissions will not be returned. Request for retrieval of panels from the Institute after the submission will not be entertained. Therefore, Entrants are advised to produce a duplicate set of panels for their own record.

5.4 Disclaimer

Both the Nominator and Nominee must warrant that the information provided in the submission is true and accurate, and agree to abide by the Terms and Conditions stated in this Nomination Brief. The Hong Kong Institute of Architects (HKIA) is authorized to publish the information without verification. Both the Nominator and Nominee shall also indemnify HKIA or its members for any loss or damages resulted from such publication.

6

JURY PANEL

The Jury consists of five members appointed by the HKIA:

Lay Juror 客席評判

Mr. James Saywell,
Designer and Editor of Hinge Magazine
Hinge 雜誌設計師及編輯

Overseas Juror 海外評判

Professor Qingyun Ma 馬清運教授
Dean, School of Architecture, University of Southern California
南加州大學建築系學院院長

HKIA Member 香港建築師學會會員

Mr. Leslie Lu 盧林建築師, HKIA, AIA
Head of Department, Department of Architecture, The University of
Hong Kong
香港大學建築系系主任

HKIA Members 香港建築師學會會員

Ms. Agnes Ng 吳家賢建築師, FHKIA
香港建築師學會資深會員

Representative from Young Architects 青年建築師代表

Mr. Andy AU 歐暉建築師, HKIA
Young Architects Award Recipient 2007
二零零七年青年建築師獎得主

7

NOMINATION F O R M

- Form 0 : Checklist
- Form 1 : Nomination Form
- Form 2 : Fact Sheet

Nomination Form (in WORD format) & other details can be
downloaded from <http://www.hkia.net>

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ENQUIRY & CONTACTS

Hong Kong Institute of Architects Secretariat - Ms Alison Ng

[Tel] 2511 6323

[Fax] 2519 6011 / 2519 3364

[Email] hkiasec@hkia.org.hk

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CHECK LIST**FORM 0****HKIA ANNUAL AWARDS & EXHIBITION 2008**

Name of Project _____

Name of Firm _____

- i) Presentation Panels (maximum 4 A2 foam board panels.)
- ii) Nomination Form [\[Form 1\]](#)
- iii) Fact Sheet [\[Form 2\]](#)
- iv) Payment cheque (payable to "The Hong Kong Institute of Architects")
- v) Copy of Occupation Permit

- **Important Note:** All nominated buildings or projects should be completed within the last 5 years up to 31/12/2008 (i.e. OP Date within 1/1/2004 to 31/12/2008). The submitted nomination fee of an ineligible building or projects will not be refunded.
- **For government project,** completion certificate is acceptable.
- **For alteration & addition works,** acknowledgement of completion is acceptable.
- **For project outside of Hong Kong,** completion certificate (or equivalent) is acceptable.

- vi) A CD-ROM

- containing (1) 4 Electronic image files showing the entry project [Format: in .tif or .jpg format and image size not less than 350 dpi].
- (2) Soft copies [in .doc] of the completed Nomination Form [Form 1] & Fact Sheet [Form 2], except the signatures

For Internal Use

Date _____

Time _____

Note LATE SUBMISSION MISSING INFO _____ NON HKIA MEMBER OTHERS _____

NOMINATION FORM**FORM 1****HKIA ANNUAL AWARDS & EXHIBITION 2008**

Closing date of Nomination : 20 December 2008 (Saturday), 12:00 noon

I wish to nominate the following building for consideration for the HKIA Annual Awards & Exhibition 2008.

| Part A | | | |
|----------------------------|---|---|-------------------------------------|
| DETAILS OF BUILDING | | | |
| 1. | Name of Building | (English) | |
| | | (Chinese) | |
| 2. | Full postal address of building | | |
| 3. | Contract value of building | | |
| 4. | Date of completion of building # | | |
| 5. | Building Type / Award Category | | ** (Please tick category submitted) |
| i) | HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong | Residential | <input type="checkbox"/> |
| ii) | HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong | Commercial | <input type="checkbox"/> |
| iii) | HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong | Community Building | <input type="checkbox"/> |
| iv) | HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong | Industrial /Transport / Utility Building | <input type="checkbox"/> |
| v) | HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong | Residential | <input type="checkbox"/> |
| vi) | HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong | Commercial | <input type="checkbox"/> |
| vii) | HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong | Community Building | <input type="checkbox"/> |
| viii) | HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong | Industrial / Transport / Utility Building | <input type="checkbox"/> |
| ix) | President's Prize | | <input type="checkbox"/> |
| x) | Special Architectural Award | Heritage | <input type="checkbox"/> |
| xi) | Special Architectural Award | Sustainable Design | <input type="checkbox"/> |
| xii) | Special Architectural Award | Architectural Research | <input type="checkbox"/> |
| xiii) | Special Architectural Award | Architectural Interior | <input type="checkbox"/> |
| xiv) | Special Architectural Award | Accessibility | <input type="checkbox"/> |
| xv) | Special Architectural Award | Urban Design | <input type="checkbox"/> |
| xvi) | Special Architectural Award | Alteration & Addition Works | <input type="checkbox"/> |

** Please note every tick represents a nomination for one category attributing a separate submission and nomination fee.

All nominated buildings or projects should be completed within the last 5 years up to 31/12/2008 (i.e. OP Date within 1/1/2004 to 31/12/2008).

| |
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| Part B1 | |
|---|------|
| DETAILS OF ARCHITECT/PARTNER | |
| Name, address & telephone number of Architect/partner in charge whose permission for nomination under HKIA Conditions I have obtained | |
| 6. Name of Architect/partner in charge | Tel. |
| E-mail. | Fax. |
| 7. Name of Firm (English) | |
| (Chinese) | |
| Address | |
| 8. Project Architect(s) | |
| 9. Design Team | |
| 10. Consultant(s) | |

| Part B2 | |
|--|------|
| DETAILS OF BUILDING OWNER & BUILDING CONTRACTOR | |
| Contacts of building Owner whose permission for nomination under Terms & Conditions (refer to pg.15) I have obtained. | |
| 11. Name of Firm | Tel. |
| Contact Person | Fax. |
| Address | |
| Contacts of Main Building contractor. | |
| 12. Name of Firm | Tel. |
| Contact Person | Fax. |
| Address | |
| Please advise name, address and telephone number of Building Contractor(s), Sub-Contractor(s) and Supplier(s) on a separate sheet. | |

| Part C | |
|--|------|
| CONTACT INFORMATION OF NOMINEE | |
| Name & telephone number of contact for jury visits and any other enquiries about the nomination: | |
| 13. Name | Tel. |
| E-mail | Fax. |
| In the event of an award it should be made to: | |
| 14. Name | Tel. |
| | Fax. |

| |
|--|
| |
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| Part D | |
|--|---|
| FEE PAYMENT (Nomination Fee + Participation Fee \$2,500 for Exhibition /Publication#) | |
| 15. I enclose a payment cheque no. _____ of HK\$ _____ | |
| Addressed to "The Hong Kong Institute of Architects" being Nomination Fee for: | |
| * Please tick | |
| <input type="checkbox"/> | HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong _____ x \$6,000 +\$2,500 |
| <input type="checkbox"/> | HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong _____ x \$6,000 +\$2,500 |
| <input type="checkbox"/> | President' Prize _____ x \$3,500 +\$2,500 |
| <input type="checkbox"/> | Special Architectural Award _____ x \$3,500 +\$2,500 |

Nominations not being entered into Stage II and III will be refunded with the submitted Participation Fee of \$2,500. Please refer to Nomination Brief Item 3 on page 8 for further details

| Part E | |
|---|---------------------|
| DECLARATION | |
| The undersigned hereby declare that the information provided in this submission is true and accurate, and agree to abide by the Terms and Conditions stated in the Nomination Brief. The Hong Kong Institute of Architects (HKIA) is authorized to publish the information without verification. The undersigned shall also indemnify the HKIA or its members for any loss or damages resulted from such publication. | |
| NOMINATOR | |
| Name in block letter | Tel. |
| HKIA Membership No. | Fax. |
| Address | |
| | |
| Signature | Date |
| NOMINEE | |
| The content of this nomination have been seen and agreed by the Nominee: | |
| Name in block letter | HKIA Membership No. |
| | |
| Signature | Date |

FACT SHEET**FORM 2****HKIA ANNUAL AWARDS & EXHIBITION 2008**

Nominee is requested to fill in the following fact sheet for the reference by JURY PANEL.

* Completed Form 2 should be submitted along with Form 1.

** The Institute reserves the right to edit and select the material submitted.

| Part 1 | | |
|---------------------|----------------|----------------|
| COMPANY DATA | ENGLISH | CHINESE |
| Name | | |
| Address | | |
| | | |
| Tel | | |
| Fax | | |

| Part 2 | | |
|---------------------|----------------|----------------|
| PROJECT DATA | ENGLISH | CHINESE |
| Name of Project | | |
| Location | | |
| Function | | |
| Design Date | | |
| Completion Date | | |
| Gross Floor Area | | |
| Site Area | | |
| Design Team | | |
| | | |
| Client / Developer | | |
| Project Manager | | |
| M & E Consultant | | |
| Structural Engineer | | |
| Quantity Surveyor | | |
| Other Consultants | | |
| | | |
| Main Contractor | | |
| | | |

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| |
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| Part 3 |
|----------------------------|
| PROJECT DESCRIPTION |
| English, in 100-150 words |
| Chinese, in 100-150 words |

| Part 4 | IMAGE CAPTIONS | ENGLISH | CHINESE |
|----------------|----------------|---------|---------|
| Image 1 | | | |
| File name : | | | |
| | | | |
| Image 2 | | | |
| File name : | | | |
| | | | |
| Image 3 | | | |
| File name : | | | |
| | | | |
| Image 4 | | | |
| File name : | | | |
| | | | |

| Part 5 |
|---|
| DECLARATION |
| The undersigned hereby declare that the information provided in this submission is true and accurate, and agree to abide by the Terms and Conditions stated in the Nomination Brief. The Hong Kong Institute of Architects (HKIA) is authorized to publish the information without verification. The undersigned shall also indemnify the HKIA or its members for any loss or damages resulted from such publication. |
| NOMINEE |
| Name in block letter |
| HKIA Membership No. |
| Signature |
| Date |