

Submittal Instructions

AIA Ventura County



**DESIGN
AWARDS**

2008

PROVIDE THE FOLLOWING, NO LATER THAN DECEMBER 8th:

PROJECT DESCRIPTION

You are required to explain fully the original design intentions and the distinguishing factors of the work on one 8.5 x 11 page.

PHOTOGRAPHS

You are required to provide 8" x 10" or 8.5" x 11" glossy prints, either black-and-white or color. Do not submit color photocopies or magazine reprints. (You may provide more than the minimum, up to the limits of the binder.) Photographs shall include at least:

Exterior

- One 8" x 10" or 8.5" x 11" print showing each exposed side of the building or environment
- One additional 8" x 10" or 8.5" x 11" print showing the context of each exposed side of the building (may be omitted if the project's relationship to its context is defined clearly in other prints)
- For a group of buildings, one 8" x 10" or 8.5" x 11" photograph of the project sufficient to illustrate the complete project, including its relationship to its environs For projects involving exterior alterations, one 8" x 10" or 8.5" x 11" print of each altered (exposed) side together with one 8" x 10" or 8.5" x 11" print of the same side before alteration (unless evidence is submitted on the unavailability of the latter).

Interior

- One 8" x 10" or 8.5" x 11" print.

DIGITAL IMAGES

Provide one Windows-compatible CD containing a minimum of 5 (and a maximum of 12) color digital images, including a minimum of 4 exterior and one interior views. Provide digital images of the site plan and floor plan(s). The AIAVC retains the images for its collection. Any file format is acceptable. Insert the CD into the sleeve at the inside cover of the binder.

DRAWINGS

You must provide a site plan, at small scale, showing the project and its context. Also provide a floor plan or plans and one or more sections sufficient to explain the solution.

Plans can be drawn at any scale in any medium, but the scale must be indicated graphically. All plans must be on 8.5" x 11" sheets placed in the binder's transparent window sleeves. Oversized or folded plans will be discarded without consideration.

No Firm/Individual identification should be visible on any part of the Entry. Entries will be tracked by their entry number on the outside cover of the binder as provided to you.

Entry Binders must be *received* no later than *5:00 p.m. Monday Dec. 8TH* to:

AIAVC DESIGN AWARDS 2008
c/o Johnson + Muller Architects
1451 N. Rice Ave, Suite D
Oxnard, CA 93030

For additional information please email John Worthy, AIAVC President at jfwjma@aol.com