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 **2018 AIA WMR HONOR AWARDS PROGRAM**

**The Western Mountain Region Architectural Firm of the Year**

This award recognizes the continuing collaboration among individuals in a firm who have produced distinguished architecture over a period of at least 10 years, and have made significant contributions to the Institute, the profession and their community, and have transcended their local boundaries in making these contributions.

**Award:**Certificate

**Eligibility:**Any firm whose principal, or eligible principals, are members of the Western Mountain Region of   
The American Institute of Architects and can demonstrate a history of producing distinguished architecture over a period of 10 years. The entrant shall have been awarded Firm of the Year from their respective state or local   
chapter in any year prior to submission for this award. Only one award shall be made in any year, and the jury   
may elect not to select an award in this category. Any firm that has received this award in the past is ineligible.

**Release Waiver:** By submitting an entry, entrants take full responsibility for the accuracy of all information submitted and warrant that all necessary permissions have been obtained from others who may have rights to the work. Entrants further acknowledge that no royalty or compensation is due anyone, hold AIA WMR, its sponsors, staff, consultants and members harmless from all liability and grant to AIA WMR the non-exclusive right to publish, reproduce and distribute copies of the original entry.

**Publicity:** All photography submitted for publicity purposes must be free of restrictions.

**Submittal Requirements:** All submittals shall be in a **PDF format** (max 5mb) The Nominee Information Form and Intern Disclaimer Form should also be included as separate documents.  Entrants will receive an upload link for their submission upon successful entry payment.

**Submittal to include:**

1. **Title Page:**Name of Firm and Award Category (Architectural Firm of the Year)
2. **Biographical Data Sheet:** Maximum of 2 pages.  This is, in essence, the firm's resume. Be sure to state when your firm won the Firm of the Year at either the local or state level.
3. **Statement of Contributions:** Information should be filled out carefully as this is the primary information the jury will study. Maximum of 2 pages.
4. **Graphic Materials:**  Photographs may be in color or in black and white. Drawings may be submitted as images. No more than 20 images may be submitted. You may put more than one image on a page, however only 20

images will be allowed. Please identify the photo or drawing on the actual image.

1. **Other information:** Submit additional or alternate information as appropriate to convey the accomplishments of the nominee. Maximum 10 pages.
2. **Letters of recommendation:** A minimum of 3 letters of recommendation and no more than 5 shall be submitted in support of the nominee’s submission.

**Submitted in online registration form (not necessary to include in PDF):**

* Nominee Information Form
* AXP Compensation Disclaimer