



2022 Awards of Excellence Competition Guidelines

Brought to You By The:



Dear CHBA New Brunswick Member:

Welcome to the 2022 Canadian Home Builders' Association New Brunswick Awards of Excellence Competition!

Each year we bring you an opportunity to be chosen from amongst your peers as an Award of Excellence Winner! Ask any previous winner and I assure you they will agree that this is an incredible marketing opportunity for our Award Finalists and Winners!

Making Your Application:

Remember to save your application when you begin your application as well and periodically throughout. If you have not saved your application and encounter an error, you will lose all information completed. An email will be sent to you that will allow you to return to the application at any time. Remember to SUBMIT when you are finished. Saving your application will NOT submit it for judging.

All applications will be made online. You will find links to each category in the email sent to you as well as on our website.

You must ensure that all questions are answered in their entirety throughout the application. Applications not fully completed will be disqualified.

Application Deadline:

This year your entries must be received by our office no later than **February 13, 2023**. As it takes considerable time for preparation for judging and then for presentation at our Annual Gala, there can be no extension to this deadline.

Award Categories:

There are multiple Awards of Excellence Categories for which you are entitled to apply:

1. New Housing Awards (New Single Detached, Kitchen, Bathroom, Housing Design, Multi-Unit);
2. Renovation Awards (Whole House, Kitchen, Bathroom);
3. Best Outdoor Living Space (New or Renovation);
4. Interior Decorating & Design
5. Leadership Awards (Builder of the Year, Renovator of the Year and Supplier of the Year).

Each of these categories requires different entrance criteria. Please read the forms carefully to ensure that you meet the entrance criteria.

Award Entry Guidelines:

1. All applicants must be a member of the CHBA-NB in good standing at the time of application (which means membership dues paid or payment arrangements made & Master Builder dues paid in full)
2. All applicants must have been a member in good standing at the time of the project construction. For new Members, you are welcome to enter your projects, but you must have been a Member at the time of construction.
3. The project being submitted must not have been previously submitted into the Awards of Excellence Competition in any prior year;
4. You must use a separate form for each project entry;
5. The price of construction or renovation will be requested for judging purposes ONLY but will not be disclosed in any other way such as on the award or in the award promotion. The price of construction **MUST NOT include the lot price** but only the cost of construction, materials and labor to build the structure;
6. Some Awards will be categorized based on developed square footage;

7. Entries for the New Home and Renovation Awards must be for projects completed within 18 months preceding February 13, 2023;
8. There shall be no limit to the number of entries made by any member in the Awards of Excellence or in any particular category;
9. All photos must be received in digital form as indicated in your online submission. Photos will be used for judging as well as marketing and at the gala. Please make sure the photos are good quality;
10. A "Project Owner Waiver" must be received with the Application for all entries into the New Home, Design, Renovation and Energy Efficiency Awards. **Award entries will not proceed to judging without this form being signed by the homeowner;**
11. A letter of reference from the homeowner is a great asset, but not required (bonus points will be given if presented);
12. Winners and finalists who choose to advertise their successes after the event **MUST** acknowledge in their advertising that the award advertised was presented by the Canadian Home Builders' Association New Brunswick.

Application Fee:

The fee to enter the first application into the 2022 Awards of Excellence Competition is \$175 + HST. Any subsequent entries in any category from the same company will be charged a reduced fee of \$100 + HST per submission.

Judging:

1. There must be a minimum of three (3) entries per category to be submitted to our judging panel in order for any particular category to be judged. You are invited to enter as many projects into the category as you would like;
2. The CHBA-NB reserves the right to enter an application into any other category for which it believes the entry is eligible to be entered. The staff of CHBA-NB will consult with the Member Applicant prior to doing so;
3. Judges shall be selected from the business, professional, academic, and residential construction communities who may represent the many disciplines that contribute to the residential construction community;
4. No individual may judge a category in which his/her company or client has an entry;
5. Judges may withhold awards in categories where the quality of work does not warrant a winner;
6. Incomplete entries will not be submitted for judging;
7. Entries that found to not meet the National Building Code of Canada will not be submitted for judging.
8. Every effort shall be made to ensure the anonymity of all entries. **Please do not put your company name in any of the descriptions unless requested in the online form;**
9. All submissions will be handled in a confidential manner with the Judges signing a non-disclosure agreement;
10. All decisions of the Judges are binding and final;
11. All Applicants will be notified in writing as soon as possible after the judging process has been completed.

Presentation of the Awards:

1. Award Winners, as selected by our judges, but will not be disclosed to the winners until they are announced to the public. The Award of Excellence Banquet will be held in Fredericton at the end of March 2023 with dates and location being released soon.

Promotion of the Winners & Finalists:

CHBA-NB takes every opportunity to advertise its members and their accomplishments. Being a CHBA-NB Award Winner is a very valuable marketing tool and so is being an Award Finalist. That is why we have incorporated opportunities into our Awards of Excellence Program to recognize our Award Finalists as well as our Award Winners. Both our Winners and

Finalists will be included in the following CHBA-NB Awards of Excellence Promotions:

1. All Finalists will be advertised on our website and to our members by way of a notification;
2. All Finalists will have their projects displayed at our Annual Awards of Excellence Gala;
3. All Winners will receive an Official Award of Excellence Trophy;
4. Supplier Member companies who have participated in the construction or renovation of a project that was selected as a finalist or a winner, will be included in our promotions.
5. All Winners will have their photos taken by our professional photographer at the gala and these are available to each winning member for their own promotional use;
6. All Winners will be displayed as an Awards of Excellence Winner on the Association's website.
7. All Winners and Finalists will receive a professional video portraying their award submission;
8. All Winners and Finalists will receive sponsored Facebook and Instagram advertising;
9. CHBA-NB will be running a social media fan-favorite judging opportunity for selected award categories.

TAKE TIME TO APPLY. TELL US THE STORY OF THE PROJECT YOU HAVE BUILT.

What Are You Waiting For? – Submit Your Award Applications Today!