

2012

HIA-CSR NSW

Housing and Kitchen & Bathroom

awards



quality
design
workmanship
innovate
technology
create
practical
renovate
sustainable
build

entrant information booklet

Recognising excellence in
Housing
Kitchens & Bathrooms
Professional Builders and Renovators
Business Partners

MAJOR PARTNER



BE SURE WITH





2012 **HIA-CSR NSW** Housing and Kitchen & Bathroom awards



Is your company leading the way in high-quality, innovative or sustainable building? Do your projects showcase contemporary design, modern technology or practical construction? Are you looking for a way to show prospective clients that your business stands out from the rest?

In today's world, consumers can find out more about their prospective builders than ever before. HIA's Housing Awards program gives you the advantage of aligning your company with established standards of excellence and credibility. Be in the running to put your business name in front of consumers the smart way: as a HIA Award winner.

HIA has a range of Award categories to suit any size business and/or project across a range of markets. If you build with superior workmanship and technical excellence, why not enter the awards program?

Winners receive widespread exposure through local print media, on HIA's consumer-focused website housinglocal.com.au and recognition at the Awards night in front of industry peers, colleagues, manufacturers and suppliers. This puts your business in front of potential clients, and reassures them they are building with the best.

Close of Entries

Early bird entries close Friday 4 May 2012. All entries must be received at the HIA NSW office before, or by 5.00pm on Friday 8 June 2012.

Professional Builder and Business Partner categories close Monday 2 July 2012.

Please note that no late entries will be accepted.

Entry Fees

NSW Housing entry fees

Early bird entries	\$405
Subsequent early bird entries	\$330
Entries (submitted after 4 May)	\$460
Subsequent entries (submitted after 4 May)	\$380
Professional Small Builder / Renovator	\$110
Professional Medium Builder / Renovator	\$220
Professional Major Builder	\$330
Business Partner	complimentary
Apprentice Awards	complimentary
Work Health & Safety	\$115

Northern NSW Housing entry fees

Early bird Housing entries	\$275
Housing entries (submitted after 4 May)	\$330

Kitchen & Bathroom entry fees

Early bird entries	\$200
Subsequent early bird entries	\$150
Entries (submitted after 4 May)	\$230
Subsequent entries (submitted after 4 May)	\$190

Entry fees include GST but do not include tickets to the Housing Awards presentation evenings.

Judging

Judging of entries will take place on site between July and August. HIA staff will contact each entrant to arrange a judging date and time. All entries are judged on site except Kitchen Design, Bathroom Design, Professional Builder categories, Residential Building Designer, Work Health & Safety, Readers Choice.

It is the responsibility of the entrant to provide details of the inspection time to the Home Owner.

Announcement of Winners

Winners of the HIA-CSR NSW Housing and Kitchen & Bathroom Awards will be announced on Saturday 20 October 2012 at the Sydney Convention Centre.

Conditions of Entry

Conditions of Entry are strictly imposed. Please refer to page 13 of this booklet.

HIA Awards Programs

The HIA NSW Housing Awards recognise excellence in a number of categories that are also recognised at a national level, at the HIA-CSR Australian Housing Awards. In addition, there are several region-specific categories awarded which do not progress.

The HIA-CSR Australian Housing Awards are comprised of the following categories:

Custom Built Home	Kitchen
Display Home	Kitchen Design
Project Home	Bathroom
Spec Home	Bathroom Design
Renovation / Addition Project	Professional Major Builder
Townhouse / Villa	Professional Medium Builder / Renovator
Apartment Project	Professional Small Builder / Renovator
Special Purpose Housing	Business Partner
Outdoor Project	Apprentice

Overall winners of each of these regional categories will automatically go on to the HIA-CSR Australian Housing Awards to compete for the national title against winners from other HIA Regions.

GreenSmart Awards

The HIA-Boral GreenSmart Awards form a separate Awards program and are open to all HIA members. Winners of the GreenSmart Energy Efficiency Award from each HIA Regional Housing Awards program will compete in the GreenSmart Awards for the title of Australian GreenSmart Energy Efficiency Award. Other categories include GreenSmart Home, Water Efficiency, Project Home and GreenSmart Product. Entering is simple: visit housinglocal.com.au

Competition area by postcode

Entries are submitted into Housing Awards competitions based on the region where the project is located.

NSW Entries

Sydney Metropolitan, Blue Mountains, CentralWest NSW, Wollongong, South Coast, Southern Highlands.

Postcodes –2000-2050, 2055-2179, 2190-2235, 2500-2530, 2533-2535, 2540-2541, 2555-2578, 2740-2770, 2773-2880.

Please submit entries to the HIA North Ryde Office.

Northern NSW

Postcodes 2339-2411, 2429-2465.

Northern NSW entries can be sent directly to the HIA Northern NSW office, in Coffs Harbour, to be entered into the Northern NSW Housing Awards. An entry into the NSW Housing Awards will entitle the project to be judged in the Northern NSW Housing Awards if the project is located within the geographical area covered by the postcodes detailed above.

Winners of the Northern NSW awards progress to the NSW Housing Awards.

For projects in Northern Rivers (postcodes 2466-2490) please see Queensland Housing Awards Entrants Booklet. Winners from Northern Rivers progress to the NSW Housing Awards.

For projects in the Hunter region (postcodes 2250-2428) please enter the Hunter Housing Awards.

For Southern NSW projects (postcodes 2586-2594, 2644-2729, 2536-2539, 2545-2551, 2579-2583, 2600-2633 and 2900-2914) please enter the ACT & Southern NSW Housing Awards.

Further Information and Award Submission Details

HIA NSW Events

Post: 4 Byfield Street North Ryde, NSW, 2113

Ph: 02 9978 3333

Fax: 02 9888 6677

Email: nsw_events@hia.com.au

Web: housinglocal.com.au

HIA Northern NSW Events

Post: Office 22-23, Lot 5 Druitt Court, Coffs Harbour, NSW, 2450

Ph: 02 6651 2422

Fax: 02 6652 6077

Email: t.bull@hia.com.au

Web: housinglocal.com.au

How to enter

Entering is straightforward. Download your entry form from housinglocal.com.au, and select the category(ies) you wish to enter. Complete your entry form and submit to HIA with the additional information listed in the Checklist.

The following pages detail definitions, entry requirements and judging criteria for each category. Requirements must be strictly adhered to for your entry to be eligible.

Please contact HIA Events if you require assistance with compiling your entry.

Housing Awards Category Definitions

Entrants who win the following categories become finalists in the prestigious 2013 HIA-CSR Australian Housing Awards.

Custom Built Home *

An individual house, which has been designed and built on contract specifically for the site and according to the requirements and brief of a client. This includes builders' own houses.

If you're entering a **Custom Built Home** why not also enter the **Kitchen and Bathroom Awards** see **page 7** for further details.

Spec Home *

An individual house, which is not built to a client's brief, nor is it on display to the public. It is either sold off plan or built for sale on completion or during construction.

For example:

1. a project where the builder has purchased a block and built a house to sell. Houses may be occupied at time of judging;
2. House and land packages from a project plan (does not include land price).

Display Home *

An individual house that is currently on display to the public and is intended for reproduction as displayed or with standard variations to suit the client's needs. The house must be open for display within a 24 month period prior to the close of entries, at the time of close of entries and judging.

The price category entered is to represent the repeatable price of the house on display at the time of judging.

Does your **display home feature** landscaping or a pool? HIA also awards **outdoor projects**. See **page 6** for further details.

Project Home *

A project home is an individual house based on a display home, sales brochure or the like for a repeatable design, which has been tailored to suit the needs of the client and the site. This includes manufactured or homes formed of pre-built major elements and then assembled on site.

* **Note:** A project cannot be entered into more than one category of either Display Home, Custom Built Home, Project Home or Spec Home. Please select the category that best suits the project.

Renovation / Addition Project

An extension or renovation involving structural building work of an existing individual house or other residential building. To renovate and upgrade a group of apartments, villas, townhouses, etc or to convert a non-residential building into a residential building. Builders entering this category must be responsible for the total renovation.

If your **renovation or addition** includes a bathroom and/or kitchen why not enter them in the **Kitchen & Bathroom Awards** see **page 7** for further details.

Apartment Project

Projects for this award category are residential apartment buildings comprising all residential units or where other uses are within the building, the residential use must be the predominant use. A residential apartment building is 2 or more storeys, not including car parking, and containing at least 2 self-contained dwellings. These projects must be classified as either Class 2 or 3 buildings under the Building Code of Australia.

Images supplied must be of a standard apartment within the development.

Housing Awards Category Definitions continued

Townhouse / Villa Development

This award recognises multiple dwelling residential projects. These projects typically include developments known as dual occupancy (2 dwellings on a single allotment), villas (1 storey), townhouses (2-3 storey) and terrace housing, whether attached or detached. These projects must be classified as Class 1a buildings under the Building Code of Australia.

Special Purpose Housing

Housing designed and built to meet the needs of a specific group of the community such as aged persons, retirement villages, accommodation for disabled persons, student accommodation, or the like.

Projects should demonstrate considerations in construction and/or fit out to meet the specific requirements of the group.

Outdoor Project

The design, installation and project coordination of a swimming pool, spa, outdoor structure or landscaping project in a residential context. Entries may include projects on individual home lots or community title facilities.

GreenSmart Energy Efficiency

This award is presented to the housing project (single or multi dwelling) that best incorporates cost-effective energy efficient design and operational principles. The house should demonstrate a high level of year-round climate comfort with minimal artificial heating and cooling.

Proof of Energy Performance rating certificate is required for entry to be judged.

The regional winners of this award are automatically entered into the 2013 HIA Australian GreenSmart Awards.

HIA Professional Builder / Renovator

The Professional Builder and Renovator Awards acknowledge outstanding business achievement among Australia's home builders. Recognising quality and professionalism, the Professional Builder Awards present opportunity for home builders to demonstrate their commitment to customer service, business management and leadership. Builders of any size are capable of running a consumer-focused, quality-driven business.

Professional Builder and Renovator Awards categories include:

- **HIA Professional Small Builder / Renovator**
 - builders with an annual turnover of less than \$20 million
- **HIA Professional Medium Builder / Renovator**
 - builders with an annual turnover of between \$20 million and \$50 million
- **HIA Professional Major Builder**
 - builders with an annual turnover of \$50 million or more

Entry forms are available on housinglocal.com.au

Business Partner

The Business Partner award recognises the vital work done by business partners in small to medium sized businesses in the housing industry. The award is open to both employees and family members, whose role may range from helping part-time with bookkeeping and accounting, innovation and change through to overseeing client liaison.

A separate entry form must be completed for this award, available on housinglocal.com.au

Apprentice

This award celebrates the achievements of our future tradespeople and recognises and encourages excellence. This award is open to all apprentices employed by HIA Apprentices. Apprentices are nominated by their host trainer.

Kitchen & Bathroom Awards

Kitchen & Bathroom Price

The value of your client's contract, including variations and GST, is used to determine the correct price of your kitchen or bathroom project. This is used to determine the price sub-category to enter your project in. This value must include only prime-cost items, such as cabinets, splashbacks, fixtures and fittings, bench-tops, trades, etc. Do not include the cost of appliances.

Category Definitions

Kitchen of the Year

The award acknowledges quality of workmanship in the manufacture and installation of a complete single residential kitchen. Entries should also demonstrate technical & BCA compliance, innovation and design appearance.

Bathroom of the Year

The award acknowledges quality of workmanship in the manufacture and installation of a complete single residential bathroom. Entries should also demonstrate technical & BCA compliance, innovation and design appearance.

Kitchen Design

The Kitchen Design category recognises excellence in design of a renovated or new residential project. Kitchen Design entries are judged on the design, innovation and flair demonstrated by the designer. The entry must recognise the principle designer of the project.

Kitchen Design entries must have been installed and completed prior to close of entries.

Site inspections of Kitchen Design entries will not be undertaken, therefore it is important that professional, high resolution images are supplied for judging.

Bathroom Design

The Bathroom Design category recognises excellence in design of a renovated or new residential project. Bathroom Design entries are judged on the design, innovation and flair demonstrated by the designer. The entry must recognise the principle designer of the project.

Bathroom Design entries must have been installed and completed prior to close of entries.

Site inspections of Bathroom Design entries will not be undertaken, therefore it is important that professional, high resolution images are supplied for judging.

Cabinetmaker / Kitchen Manufacturer

The Cabinetmaker/Kitchen Manufacturer award recognises and promotes the workmanship of cabinet makers and kitchen manufacturers to the industry and consumers. Entrants can be nominated by themselves or by a HIA builder. Entrants must submit details on one project, including their client's requirements and how these were achieved.

JUDGING CRITERIA

Entries will be judged on quality of workmanship and installation, degree of difficulty, demonstrated innovation and harmony with existing construction and a particular focus on customer service and liaison.

Most Innovative Use of Materials in a Kitchen or Bathroom

This category recognises innovation, technical design features, flair and quality of workmanship in material use in kitchens and bathrooms.

JUDGING CRITERIA

Entries will be judged on material combinations, visual balance within the scheme, how suitable the materials are for the intended purpose and the originality of design.

Kitchen in a Display Home

Kitchen in a Display Home recognises excellence in the design, manufacture, installation and project co-ordination of a kitchen in a complete single display home.

The display home must be open for display within a 12 month period prior to the closing date of entries, and at the time of judging.

JUDGING CRITERIA

Projects will be judged according to planning, design, construction quality and innovation.

Bathroom in a Display Home

Bathroom in a Display Home recognises excellence in the design, manufacture, installation and project co-ordination of a bathroom in a complete single display home.

The display home must be open for display within a 12 month period prior to the closing date of entries, and at the time of judging.

JUDGING CRITERIA

Projects will be judged according to planning, design, construction quality and innovation.

Is there someone who plays an **integral role** in running your day to day business operations? Would you like them to be **recognised**? You can nominate them for the **Business Partner award** see **page 6** for further details.

NSW Awards Category Definitions

The following categories are presented at the NSW Housing Awards.

Winners DO NOT progress to the HIA-CSR Australian Housing Awards.

Residential Building Designer

Awarded to the person/company responsible for the preparation of plans for a residential building that is judged to best demonstrate design excellence.

JUDGING CRITERIA

Please provide specific information on one design, including; details on the design brief and costing; how the design brief was achieved; level of client satisfaction with the overall project (e.g. testimonials or references); plans and photographs. In addition, please provide a portfolio of projects completed over the past 12 months.

Work Health & Safety

The Work Health & Safety Award seeks to recognise the management of risk in a practical, systematic and achievable way through:

- practical application of management skills;
- establishing and implementing safe work procedures;
- incorporating work health and safety into regular business practices.

Visit housinglocal.com.au and click on HIA Awards for an additional entry form for this category.

Winners of this award may qualify as a finalist for a category in the 2012 WorkCover NSW Safe Work Awards (conditions apply).

Readers' Choice

This Award is presented to the display home with the most family friendly design, as determined by readers of the Daily Telegraph home Magazine. This Award has an emphasis on safety and utility for families with young children, which encourages family interaction and provides privacy when required. The home is to be adaptable to the needs of families as they grow and as children move from infancy to adulthood, and may also accommodate extended family members such as grandparents.

All Sydney metropolitan based entrants in the HIA Housing Awards Display Home category are eligible to enter the Daily Telegraph home Magazine Readers' Choice Award. The HIA Housing Award Display Home judges will select six finalists that have also elected to enter this competition and satisfy the above mentioned criteria, to compete in the readers' poll.

Photographic Requirements

It is essential that professional quality photographs be provided at the time of entry, as the photographs supplied will be used for media purposes to promote winning entries. You will not be contacted to supply better quality images if your project is a finalist or winner. To showcase your project at its best, it is strongly recommended that photographs are taken by a professional photographer.

All photographs should show differing aspects of the project including unique features. Photos should not be digitally enhanced.

Printed Photographs

The entrant name, category and project address must be noted on the reverse of all prints using labels.

- 4 external colour prints of the project 10" x 8"
- 4 internal colour prints of the project 10" x 8"
- 4 before photos when entering a renovation/addition, including kitchen and bathroom renovations.
- 6 colour prints for kitchen and bathroom entries

Digital Photographs

Please supply images on a CD labelled with entrant name, category and project address for each entry.

- 4 external digital images
- 4 internal digital images
- 4 before digital images for renovation/addition, including kitchen and bathroom renovations
- 6 digital images only for kitchen and bathroom entries

Images must be high resolution and submitted in jpg or tiff format. Images must be a minimum of 300dpi (or taken on at least an 8 mega pixel camera, on at least the average setting).

You must provide both the printed photographs and CD of images.

Photography Checklist

DO:

- ✓ Submit high resolution (300dpi) photographs in jpeg or tiff format supplied on CD
- ✓ Supply 10" x 8" minimum size prints
- ✓ Provide the minimum requested number of images on CD
- ✓ Provide a separate set of photographs for each category entered
- ✓ Label the CDs and prints with the following:
 - Entrant name
 - Category
 - Project address

DO NOT:

- ✗ Send photocopies; only original photos will be accepted
- ✗ Laminate, bind, mount prints or provide in a photo album
- ✗ Include photos as part of your printed submission
- ✗ Submit CDs or prints separately to your entry
- ✗ Damage or obscure print image with labels/stickers

Photography Copyright

Professional photographers routinely reserve copyright and other intellectual property rights of the photos they take for you, even if you have purchased the images. As these images may be reproduced in promotional material, and as you are warranting this will not infringe anyone's copyright, it is important you obtain the copyright of the photos.

If the photographer will not sell the copyright, you may obtain their written agreement to the reprinting of the photos. A suitable agreement is available at housinglocal.com.au, then follow the link to HIA Awards.

Note: This signed documentation is not required for your entry, but is required to protect you from copyright infringement.

Professional Photographers

The following photographers are experienced in photographing houses, kitchens and bathrooms to the greatest effect.

Andrew Krucko – Ranch Productions

Phone: 0429 928 112
www.andrewkrucko.com.au

Alex Nikulin – Reflex Digital

Phone: 0418 465 585
Email: alex@reflexdigital.com.au
www.reflexdigital.com.au

Des Harris – The Picture Desk

Phone: 0402 311 211
Email: info@thepicturedesk.com.au
www.thepicturedesk.com.au

Housing Awards Entry Checklist

Your entry should be submitted to the HIA Office as loose sheets. DO NOT BIND.

Entry item listed below must be submitted before, or on, the close of entries date.

Item	Copies required		
	1	2	3
<p>Completed entry form All fields front and back, with payment details and client signature. One entry form per project, per category.</p>	<input type="checkbox"/>		
<p>Project promotion description – minimum 60 words – PRINTED Submit a description of at least 60 words about your entry. Detail aspects that are unique or unusual about the project, project challenges, client brief, innovations, etc. Used for promotion/publicity.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Project promotion description – minimum 60 words – ELECTRONIC (CD) Submit a description of at least 60 words about your entry. Detail aspects that are unique or unusual about the project, project challenges, client brief, innovations, etc. Used for promotion/publicity.</p>	<input type="checkbox"/>		
<p>Contract Price - PRINTED Copy of the page of the contract that states the price, with the client's signature. Include a summary of variations to the contract, with client signature where appropriate.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Display Homes / Apartments Sales brochure and price list.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>List of materials – PRINTED List and description of internal and external materials. 1-2 pages, including manufacturer, colours and special features.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Energy Rating Certificate – PRINTED Environmental Sustainability forms part of assessment for all categories. Full marks cannot be achieved unless the energy rating certificate is supplied. Compulsory for Energy Efficiency entries.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Stamped Approved Plans – PRINTED Supply A3, folded to A4</p> <ul style="list-style-type: none"> • Floor Plan • Site Plan (with North Point) • Elevations • House Plan with project identified (Kitchen & Bathroom entries only) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Photographs – PRINTED Identified by labels on the back of each photo with trading name, category and project address.</p> <ul style="list-style-type: none"> • 4 internal colour prints – 10" x 8" • 4 external colour prints – 10" x 8" <p>Renovation / Addition</p> <ul style="list-style-type: none"> • 4 before photos – 10" x 8" (including Kitchen & Bathrooms) <p>Apartment Project</p> <ul style="list-style-type: none"> • Images must be of a standard apartment. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Photographs – ELECTRONIC (CD) Images saved onto CD labelled with trading name, category and project address.</p>	<input type="checkbox"/>		



Kitchen & Bathroom Awards Entry Checklist

Your entry should be submitted to the HIA Office as loose sheets. DO NOT BIND.

Entry item listed below must be submitted before, or on, the close of entries date.

Item	Copies required		
	1	2	3
Completed entry form All fields front and back, with payment details and client signature. One entry form per project/design, per category.	<input type="checkbox"/>		
Project promotion description – minimum 60 words – PRINTED Submit a description of at least 60 words about your entry. Detail aspects that are unique or unusual about the project, project challenges, client brief, innovations, etc. Used for promotion/publicity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project promotion description – minimum 60 words – ELECTRONIC (CD) Submit a description of at least 60 words about your entry. Detail aspects that are unique or unusual about the project, project challenges, client brief, innovations, etc. Used for promotion/publicity.	<input type="checkbox"/>		
Working drawings – PRINTED Supply A3, folded to A4. Detailed working drawings, including: <ul style="list-style-type: none"> • floor plan and elevations, • sections, • perspectives, and • house plan with project identified Plumbing, electrical/lighting and structural details must appear on plans and elevations (a separate trade/mechanical plan is advisable if there is a large amount of information)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Contract Price - PRINTED Copy of the page of the contract that states the price, with the client's signature. Include a summary of variations to the contract, with client signature where appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
List of materials – PRINTED List and description of internal and external materials including cabinetry, finishes, splashback and wall treatments. 1-2 pages, including manufacturer, colours and special features.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photographs – PRINTED Identified by labels on the back of each photo with trading name, category and project address. <ul style="list-style-type: none"> • 6 internal colour prints – 10" x 8" 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Renovation / Addition <ul style="list-style-type: none"> • 4 before photos – 10" x 8" (including Kitchen & Bathrooms) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photographs – ELECTRONIC (CD) Images saved onto CD labelled with trading name, category and project address.	<input type="checkbox"/>		
Kitchen Design and Bathroom Design – In addition to the items listed above, please also submit the following			
Specification list – PRINTED <ul style="list-style-type: none"> • Cabinetry materials, finishes and colours • Appliances, or sanitary ware, fixtures and fittings • Splash back or wall treatments • Flooring, painting and decorating 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design statement – PRINTED <ul style="list-style-type: none"> • client brief • how requirements were achieved • needs fulfilled • problems overcome • innovations included in the project 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Judging Criteria

		Award categories																
		Custom Built	Display	Project	Spec	Renovation / Addition	Townhouse / Villa	Outdoor	Apartment	Special Purpose	Energy Efficiency	Kitchen	Kitchen Design	Bathroom	Bathroom Design	Professional Builder	Business Partner	
Judging criteria	Quality of Workmanship																	
	Design Effectiveness																	
	Visual Appeal																	
	Innovation																	
	Environmental Sustainability																	
	Market Relevance																	
	Passive Solar Design																	
	Energy Saving Materials																	
	Liveability																	
	Technical / Compliance																	
	Presentation Drawings / Plans																	
	Specifications																	
	Design and Flair																	
	Customer Service																	
	Leadership																	
	Business Management																	
	Financial Management																	
Change Management																		

Conditions of entry

All entrants must comply with these conditions of entry

ENTRANT AND PROJECT ELIGIBILITY

1. Entrants must be appropriately licensed or registered to carry out the project entered (as required by law) at the commencement and completion of the project. Building licence or registration is not required for Residential Building Designer, WH&S and Business Partner. Entrants must be *financial members* of the Housing Industry Association at the time of entry until the completion of the awards program.
2. a) The entry must be the work of the entrant and properly attributable to them. For example, where an entrant is entering as the Builder of a project, they must be the builder on the record for that Project, that is, the person named as builder in the building contract, inspection reports and home owners warranty certificate. Where there is more than one person who fits that description (for example where an owner builder permit was taken out, but the owner subcontracted part of the project to a licensed builder) the builder will be the person who performed the majority of the actual building work on the finished project. Where the project was built by a partnership, all partners should be named as entrants unless they have given their written prior consent to a different arrangement. Where the project was built by a company, the company must give their prior written consent if the entry is in the name of an individual Director or other person. The entrant should provide supporting details of this in such cases. The same rule applies to Architects, Designers, Developers etc.
b) Builder and Architect/Designer/Council/Developer joint entries are acceptable provided they are all members of the Association.
3. For kitchen project categories, it is recommended that the cabinetmaker or kitchen manufacturer be acknowledged as an entrant. It is recommended that designers be acknowledged in kitchen design and bathroom design categories.
4. Homes entered must be residential dwellings. Kitchen and bathroom entries must be in residential dwellings.
5. Previous award winning projects are ineligible to be re-entered into the same category.
6. Housing entries must have reached practical completion within the 24 months prior to the final closing date of entries.
7. Kitchen & Bathroom projects and designs must have been installed and completed in the 24 months prior to the final close of entries date.
8. Project must be entered into the price category that best represents its repeatable price. E.g. the Display Home price is the total price of the display home as viewed by the judges with inclusions. If the project was built for staff, a family member etc, the final contract price must represent a repeatable production price for the home.

9. Projects must be located within the geographical boundaries of the regional competition entered.
10. Homes entered into the Display Home category must be open for display within a 24 month period prior to and including the close of entries date, and at the time of judging.

TERMS OF ENTRY

11. Entrants will not be entitled to a refund for entries withdrawn after the closing date.
12. All applicable sections of the entry form must be completed.
13. If the project is entered into a category for which it does not qualify, HIA reserves the right to move the project to an appropriate category, without prior consent from the entrant.
14. Judges reserve the right to change category valuations for awards.
15. HIA reserves the right to amalgamate categories to best represent the industry if deemed appropriate.
16. Judges reserve the right to decline to present an Award in a particular category if a minimum standard of excellence has not been reached.
17. The judges' decision is final and no correspondence will be entered into.

PUBLICITY & WARRANTIES

18. The entrant:
 - a) warrants that the details of its entry are correct in every respect and comply with the conditions of entry;
 - b) warrants that the entry has the client's consent;
 - c) warrants that the subject matter of the entry and material included with or as part of the entry (such as plans and photographs) does not infringe copyright or any other intellectual property right;
 - d) indemnifies the HIA against such infringements;
 - e) grants to the HIA an irrevocable license to use the subject matter of the entry and material included with or as part of the entry for any purpose in connection with the promotion of the HIA and the Awards;
 - f) agrees to state the category, HIA region and the year awarded, whenever disclosing information or promoting itself or the entry in any communications media, as a finalist or winner in the Housing Awards and/or Kitchen & Bathroom Awards; and
 - g) agrees to comply with the HIA Awards Advertising Standards, HIA Award winners conditions of use and HIA Award logo style guide.
19. HIA and its associated media will only publish the entrant and/or designer's name, the category price range of all projects and the suburb. No street addresses or owner's names will be used (except Display Homes).

Conditions of entry continued

PUBLICITY & WARRANTIES continued

20. Entrants acknowledge that HIA take no responsibility for the quality of photos and plan produced nor any editorial discrepancies attached to any photo or plan.

CLIENT/ENTRANT NOTIFICATION

21. All entrants must gain the consent of the owner for the project or design to be entered into the competition.

22. All entrants will be advised of the judging date and time by the Housing Industry Association following the close of entries.

23. Each home will be viewed and judged by industry professionals who volunteer their time. Entries will be viewed by the judges within a 100km radius of the major regional centre. Entrants outside this area may be judged at the discretion of the judges and travelling costs may be borne by the entrant. Note: please contact your Regional Office for specific details.

DISQUALIFICATION

24. HIA reserve the right to disqualify an entry before, during or after the contest judging, official announcement of winners and awards presentation without a refund if the HIA determines that:

- a) the entry or entrant breaches or otherwise fails to meet/observe any of the above stated eligibility or contest requirements;
- b) HIA considers false or misleading information is intentionally provided;
- c) problems or discrepancies arise between or among entrants, designers and clients which HIA considers cannot be amicably resolved by the parties involved within a reasonable time;
- d) the project has not reached practical completion by the advertised final entry closing date;
- e) the price quoted fails to comply with entry guidelines;
- f) the judges cannot gain access to the home at the determined time and time does not permit them to re-visit the dwelling;
- g) the member ceases to trade for whatever reason, becomes bankrupt or insolvent between the close of entries and announcement of awards; or
- h) the entrant ceases to be a member of the HIA.

25. In the case of disqualification after the awards' ceremony, the entrant will be required to return the award and a public announcement may be made by HIA.

DISCLOSURE

26. The entrant agrees that any media comment in any communications media and photographic display of any of the entries will be at the discretion of the HIA and the associated media.

27. The HIA and its associated media accept no responsibility for any incorrect details, spelling or other incorrect information stated in the entry form.

28. The HIA cannot guarantee the return of photographs, plans or any other material supplied. All documentation will be securely stored at the completion of the awards program.

29. The entrant acknowledges that should any copyright action against the project be upheld by a Court of Law, awards shall be relinquished by the entrant and returned to HIA, at the point at which a judgement is delivered by a Court at first instance.

30. HIA does not guarantee that all entrants will be featured in publications or promotional events related to the HIA awards.

MULTIPLE ENTRIES

31. If the same home is entered in more than one category (where allowable), the entrant must supply a separate entry form with a set of plans and photos and an additional entry fee is payable, unless specified.



2012 HIA-CSR NSW Housing and Kitchen & Bathroom Awards entry form



For detailed information on the Awards, refer to the Entrants Information Booklet.

CUSTOM BUILT HOME

- up to \$200,000 (Northern NSW only)
- \$200,001 – \$400,000 (Northern NSW only)
- up to \$600,000
- \$600,001 – \$1 million
- \$1 million – \$2.5 million
- \$2.5 million – \$5 million
- over \$5 million

DISPLAY HOME

- up to \$250,000
- \$250,001 – \$300,000
- \$300,001 – \$350,000
- \$350,001 – \$450,000
- over \$450,001
- Daily Telegraph home Magazine Readers' Choice Award*
*Entrants must enter a project into a NSW Display Homes category to be eligible for entry into the Readers' Choice Awards. Entry into the Readers' choice Award is at no additional cost and is open to Sydney metropolitan display homes only.

RENOVATION/ADDITION PROJECT

- up to \$200,000
- \$200,001 – \$500,000
- \$500,001 – \$800,000
- over \$800,001

PROJECT HOME

SPEC HOME

APARTMENT PROJECT

- less than 10 storeys
- 10 storeys and over

TOWNHOUSE/VILLA DEVELOPMENT

- 2-10 dwellings
- over 10 dwelling

SPECIAL PURPOSE HOUSING

OUTDOOR PROJECT

GREENSMART ENERGY EFFICIENCY*

*Winner progresses to the 2013 HIA GreenSmart Awards.

RESIDENTIAL BUILDER DESIGNER

KITCHEN

- Small kitchen up to 12 sqm
- Medium kitchen from 12 to 20 sqm
- Large kitchen over 20 sqm

BATHROOM

- Small bathroom up to 8 sqm
- Large bathroom over 8 sqm

KITCHEN DESIGN

BATHROOM DESIGN

MOST INNOVATIVE USE OF MATERIALS IN A KITCHEN OR A BATHROOM

CABINETMAKER/KITCHEN MANUFACTURER

KITCHEN IN A DISPLAY HOME

BATHROOM IN A DISPLAY HOME

To enter into the following categories please visit housinglocal.com.au

- Professional Small Builder / Renovator
- Professional Medium Builder / Renovator
- Professional Major Builder
- Business Partner
- Work Health & Safety

HOW TO ENTER

Entering is straightforward. Download your entrant information booklet from housinglocal.com.au. The booklet details definitions, entry requirements and judging criteria for each category. Complete this entry form and select the category(ies) you wish to enter and submit to HIA with the additional information listed in the Checklist. Please contact HIA Events if you require assistance with compiling your entry.

ENTRANT DETAILS

Designers, architects and developers must enter jointly with a builder*

Trading name of entrant(s) for publicity purposes

Entry and judging contact person

HIA membership no

Mobile

Telephone

Fax

Postal address

Suburb

State

Postcode

Email

Builder's name

Licence no

Website

PROJECT INFORMATION

Date of practical completion

Owner's name

Telephone

Address of project

Suburb

State

Postcode

Nearest cross street/s

Please attach to your submission a map of the project location with directions from the nearest main road.

AREA OF PROJECT

(excluding apartment, townhouse villa and kitchen & bathroom entries)

1. Home	sqm	4. Total area of building/s	sqm
2. Porch/Verandah	sqm	Includes all of 1, 2 and 3	
3. Carport/Garage	sqm	5. Land/Lot size	sqm

INCLUSIONS / EXCLUSIONS

Please complete for all categories where applicable:

A. Final contract price including all variations \$ _____

The contract price is to reflect the total price paid by the owner including GST, site works, all extras, final PC and provisional sum adjustments as charged by the builder. Do not include land price.

Kitchen and bathroom entries must include all prime-cost items, cabinets, splashbacks, bench-tops, trades, etc. Do not include the cost of appliances.

B. Cost per square metre \$ _____

C. Value of site works (excavation, site levelling, etc) \$ _____

D. List any works that will be viewed by the judges that are not included in the contract:

Item	\$value

*With the exception of residential building designer, business partner and WH&S.

The builder's licence holder must be an entrant in kitchen project entries as well as the cabinetmaker/kitchen manufacturer. Cabinetmakers should also be entrants in bathroom project entries. Designers should be entrants in kitchen and bathroom design entries. All entrants and joint entrants must be HIA members.



2012 HIA-CSR NSW Housing and Kitchen & Bathroom Awards entry form



DISPLAY HOMES

- A. Name of home entered _____
- B. Price of home **as displayed** \$ _____
The price represents the repeatable price of the house on display at the time of judging

APARTMENT PROJECT AND TOWNHOUSE/VILLA

- A. Maximum no of units possible on site _____
- B. Number of units on site _____
- C. Total area of site _____
- D. List two units that are available for inspection (one of these must be of a standard apartment within the development). Images supplied must be of a standard apartment within the development
1. Owners name _____
Unit no. _____ Phone _____
2. Owners name _____
Unit no. _____ Phone _____

RESIDENTIAL BUILDING DESIGNER

Provide a portfolio of information on one design. Please see the Entrants Information Booklet for detailed portfolio requirements.

KITCHEN & BATHROOM ENTRIES ONLY

Dimensions (length and width of room):
_____ X _____ = _____ sqm

CABINETMAKER/KITCHEN MANUFACTURER AWARD ONLY

Cabinetmaker/kitchen manufacturer name _____
Member no _____

DECLARATION

I declare that I am authorised to submit this entry. I have read and fully understand the Conditions of Entry and definition of categories for this competition and affirm that the project entered meets all requirements, including compliance with the current Building Code of Australia (BCA). I have reviewed and understand the awards and publicity for this competition as well, and agree to participate according to those practices. I am aware that any false or misleading information in this entry will disqualify me from this competition. I have read and agree to the cancellation policy.

I have the owner's/occupant's:

- Consent to enter this project into the awards competition
- Consent to allow judges and officials to enter the home

Entrant

Print name _____

Signature _____

Date _____

Owner

Print name _____

Signature _____

Date _____

CLOSING DATES AND ENTRY FEES

Early bird entries close 5pm, 4 May 2012. All entries must be received at the HIA office before, or by **5pm, Friday 8 June 2012.**

NSW Housing entry fees

Early bird entries	\$405
Early bird subsequent entries	\$330
Entries (submitted after 4 May)	\$460
Subsequent entries (submitted after 4 May)	\$380
Professional Small Builder / Renovator	\$110
Professional Medium Builder / Renovator	\$220
Professional Major Builder	\$330
Business Partner	complimentary
Work Health & Safety	\$115

NSW entries must be located in Sydney Metropolitan, Blue Mountains, Central West NSW, Wollongong, South Coast, Southern Highlands and postcodes 2000-2050, 2055-2179, 2190-2235, 2500-2530, 2533-2535, 2540-2541, 2555-2578, 2740-2770, 2773-2880.

Please submit entries to the HIA North Ryde office.

Northern NSW Housing entry fees

Early bird entries	\$275
Housing entries (submitted after 4 May)	\$330

Northern NSW entries must be located in postcodes 2339-2411, 2429-2465.

Entries can be sent directly to the HIA Coffs Harbour office.

Kitchen & Bathroom entry fees

Early bird entries	\$200
Subsequent early bird entries	\$150
Entries (submitted after 4 May)	\$230
Subsequent entries (submitted after 4 May)	\$190

Entry fees include GST but do not include tickets to the Housing Awards presentation evening.

PLEASE NOTE THAT NO LATE ENTRIES WILL BE ACCEPTED

PAYMENT DETAILS

I have enclosed a cheque for \$ _____

Please make cheques payable to HIA Ltd.

or please debit \$ _____ from my

Card type Visa Mastercard Amex

Card number _____ / _____ / _____ / _____ / _____

Expiry date ___ / ___

Signature _____

Print name _____

FURTHER INFORMATION

Detailed information is available in the Entrants Information Booklet. Visit housinglocal.com.au and click on HIA Awards.

HIA NSW Events
4 Byfield Street
North Ryde NSW 2113

Ph: 02 9978 3333

Fax: 02 9888 6677

Email: nsw_events@hia.com.au

HIA Northern NSW Events
Office 22-23 Lot 5 Druiett Court,
Coffs Harbour NSW 2450

Ph: 02 6651 2422

Fax: 02 6652 6077

Email: t.bull@hia.com.au



2012 HIA-CSR NSW Housing and Kitchen & Bathroom Awards Work Health & Safety entry form

BE SURE WITH 

The HIA work health & safety award recognises achievement in risk management and safe practices in the residential building industry. HIA is a vocal supporter of applying practical solutions to manage the risk associated with building hazards. The work health & safety award seeks to recognise the management of risk in a practical, systematic and achievable way through:

- practical application of management skills;
- establishing and implementing safe work procedures;
- incorporating work health and safety into regular business practices.

Members can nominate themselves where they believe their systems of managing safety are being accepted and followed by site personnel. Winners of this award may qualify as a finalist for a category in the 2012 WorkCover NSW Safe Work Awards (conditions apply).

ENTRY CRITERIA

Your entry submission must address all of the criteria below along with supporting documentation where applicable:

1. Outline the work health & safety management plan for your business.
2. Describe how your overall safety procedures are followed on site.
3. Describe how initial work site assessments are carried out to identify hazards that may affect the building process and explain how new hazards or risks are dealt with and communicated to workers and contractors. Provide examples.
4. Describe how you ensure sub-contractors will work safely on your jobs. Please provide examples.
5. Describe how your business keeps employees and subcontractors up to date with new work health & safety information, procedures and safety solutions or situations where you perform work in other jurisdictions where different laws may apply.
6. Explain your procedures for monitoring and reviewing your work health and safety performance.
7. Reflecting on your previous 12 months of safety performance, identify how you have managed changes in safety performance and new hazards or risks. Provide examples which highlight your achievements. Examples may include injury or incident data, case studies, descriptions of a new system(s) implemented and/or descriptions/profiles of a new product being used.
8. Describe any industry contributions your business has made in relation to work health and safety. Provide an outline of your contributions (forums, committees, working groups, industry projects, safety innovations).
9. Describe the steps, if any, you will be taking in the future to further enhance or improve your safety culture.

Note: The judging panel's decision is final and no correspondence will be entered into.

CONDITIONS OF ENTRY

The work health & safety award is part of the 2012 HIA-CSR NSW Housing and Kitchen & Bathroom Awards competition. Conditions of Entry can be downloaded from housinglocal.com.au and is contained in the 2012 HIA-CSR NSW Awards Entrant Information Booklet.

ENTRY FEE AND CLOSING DATE

Entry Fee: \$115 per entry

Entries Close: 5pm Friday 8 June 2012

Winners of the 2012 HIA-CSR NSW Housing and Kitchen & Bathroom Awards will be announced on Saturday 20 October 2012 at the Sydney Convention Centre.



2012 HIA-CSR NSW

Housing and Kitchen & Bathroom Awards

Work Health & Safety entry form

BE SURE WITH **CSR**

ENTRANT DETAILS

Trading name of entrant(s) for publicity purposes

Builder's name	HIA membership no
Postal address	
Suburb	Postcode
Telephone	Fax
Mobile	Licence no
Email	
Website	
Name of contact person	

DECLARATION

I declare that I am authorised to submit this entry. I have read and fully understand the Conditions of Entry and Definition of Categories for this competition and affirm that the project entered meets all requirements. I have reviewed and understand the awards and publicity for this competition as well, and agree to participate according to those practices. I am aware that any false or misleading information in this entry will disqualify me from this competition. I have read and agree to the cancellation policy.

Print name _____

Signature _____

Date _____

PAYMENT DETAILS

I have enclosed a cheque for \$ _____

Please make cheques payable to HIA Ltd.

or Credit Card

Card type Visa Mastercard Amex

Card number ____/____/____/____/____/____

Expiry date ____/____

Signature _____

Print name _____

APPLICATION LODGEMENTS AND FURTHER INFORMATION

Further information on the Housing Awards is available in the Entrants Information Booklet. Visit housinglocal.com.au and click on HIA Awards. The completed entry form, supporting documentation and entry fee should be forwarded by the closing date to:

HIA NSW Events

Post: 4 Byfield Street, North Ryde, NSW, 2113

Ph: 02 9978 3333

Fax: 02 9888 6677

E-mail: nsw_events@hia.com.au

HIA Northern NSW Events

Post: Office 22-23 Lot 5 Druitt Court, Coffs Harbour, NSW, 2450

Ph: 02 6651 2422

Fax: 02 6652 6077

Email: t.bull@hia.com.au



BE SURE WITH **CSR**

