



## TERMS AND CONDITIONS OF ENTRY

1. The entry must contain true and accurate information as to originality. All entries must be of work completed in the period 1 July 2016 – 30 June 2018.
2. Entry fees for ASGA/SGIAA **current financial members** are \$30 (including GST) per entry up to 3 entries received after 28<sup>th</sup> March, then \$10.00 (including GST) per entry for entries 4-10. No additional entry fee for entry 11 and beyond.  
**Early Bird Special** – No entry fee for member's entries received before Wednesday 28<sup>th</sup> March 2018.
3. Non-financial members of ASGA/SGIAA are required to pay an entry fee of \$77 (including GST) for each entry submitted. A GST tax invoice will be forwarded in acknowledgement of receipt.
4. Except for Categories 16-19, entries **must** be made using the standardised entry-mounting sheets which can be downloaded from the ASGA website [www.signs.org.au/sign-awards-2018](http://www.signs.org.au/sign-awards-2018). Alternatively, a limited number of mounting sheets are available from the ASGA Awards Convenor ([michael\\_punch@signs.org.au](mailto:michael_punch@signs.org.au)). **Entrants must use this mounting sheet to be eligible for judging. Digital images of your entry are to be placed on the mounting sheet. Each mounting sheet must then be placed on a 3mm corflute or foamcore backing support panel (420mm x 297mm).**
5. **It is important that on the Details section of this mounting sheet you indicate the technical skills and craftsmanship you brought to the sign creation and the challenges met and solved. Some information "bubbles" could be used to assist in this regard.**
6. **Download your Entry Form from the website and affix it to the back of your entry.**  
On this entry form:
  - outline the extent of originality in the work submitted for judging (ie, client supplied logos, clip art, sketches etc)
  - detail the title and category of the work entered and the name of the designer
  - list the materials, suppliers and the level of originality. If the work was not entirely completed in-house, list sub-contractors by job description that assisted on the project
7. **Include with your entry or entries a USB which has the printed images used on the mounting sheet.**
8. It is important that the identity of entrants cannot be determined in the work being judged when viewing the front face of the entry mounting sheet. Therefore **no promotional material, company-related personnel, business cards or graphics can appear with the mounted photographs of work entered.** It is likewise important that photography does not include business signage or material in the background of any images to be judged that would enable judges to identify the entrant.

9. **Identical entries may be submitted for judging in several categories, as long as they give major emphasis to the particular category being entered. Changes in presentation format would need to illustrate this. In this or similar instances, a separate entry is required for each category entered.** Please note that one entry mounting sheet with two entry forms attached for separate classes is not acceptable. **Entries must be submitted to the Convenor by Friday 27 July 2018. No late entries will be accepted.**
10. Judging will be by an independent panel of industry professionals appointed by ASGA/SGIAA. The judges' decision will be final. The winner's scores are based on industry standard judging criteria and the collective decision of an independent judging panel. The judging panel will be given the discretion to make special mentions, if in their opinion, an entry is not technically correct. The judges may re-classify any entry, provided it does not disadvantage the entrant.
11. All entries are to be mailed to ASGA/SGIAA - PO Box 1313 CROWS NEST NSW 1585 or couriered to ASGA/SGIAA, 4/123 Midson Road EPPING NSW 2121.
12. Each entry authorises ASGA/SGIAA or any other delegated company or person to use any entry for promotional or publishing purposes.
13. The organisers will take due care but are not held responsible for any entries lost or damaged during the judging and presentation process. Appropriate insurance should be arranged by the entrant for any entry considered to be of value.
14. Unless special arrangements are made by the entrants, no entries will be returned. Entries may be donated to charity or an educational institution for training purposes.
15. If insufficient entries are received in any category, the organisers reserve the right not to make an award in that category. If all entries are considered by the judges to be substandard in any category, awards may not be made in that category.