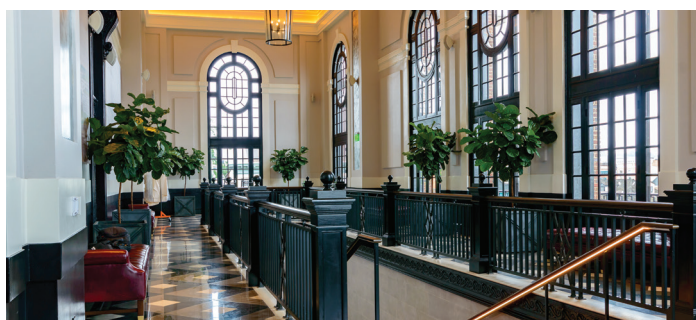


2018 PINNACLE AWARDS SUBMISSION GUIDELINES

Your unique Dropbox folder link will be emailed to the Dropbox Link Recipient on the entry form. This folder is where you will upload your project submission.

GUIDELINES

- Photos submitted should be illustrative of the work of the submitter.
- Disclose other company's work if visible in your photos.
- Only the company or companies who submit an entry will be eligible to receive the award.
- No company identification should appear on any items contained within the Jury Review Document.
- The Institute reserves the right to reject any submission that is not prepared to requirements.
- No refunds for unfiled or incomplete submissions.



DROPBOX UPLOAD REQUIREMENTS

Some elements are new. Read carefully.

1. Jury Review PDF NEW!

Assemble a PDF of the following items in the order they appear below. Maximum size is 10MB. **This PDF is what the jury will view as they evaluate the entries and select winners. Each will be viewed on a computer screen and also a large format monitor during jury review.** Past submission examples will be available online as a reference.

www.naturalstoneinstitute.org/pinnacleawards

- **Project Description.** Include the project name and location; the requirements of the client; a description of how the requirements were met; a description of any special procurement, extraction, fabrication or installation challenges, and describe any complex stone elements. Include what specific role the member played in the overall project. No company identification. **Limit to 500 words or less.**
- **Project Photos.** Up to 12 color photographs carefully selected for overall quality of composition and ability to convey excellence of your work. Include an overall view of the project and close up views of special details. For renovation or restoration, at least two of the photographs should be of the project prior to work.
- **Site Plan.** For illustrating scope of project. Must be formatted to 8.5" x 11" size. No identifying marks of submitting company or design firms. Limit to 3.
- **Line Drawings.** (optional) showing any complex stone fabrication or installation details, formatted to 8.5" x 11" size. No identifying mark of submitting company or design firms.

2. Project Description

Provide a separate Word document.

3. Project Participants List

Provide a separate Word document containing the name, address, phone and email of design firm, stone consultants, the project owner, stone installers, stone suppliers and the types of natural stone used.

4. Individual Project Photos

Upload the high resolution, print-quality versions of the images used in the Jury Review PDF. (minimum 300 dpi)

5. Completed Photo Release Form*

Provided in your Dropbox folder.

*By submitting your photos and Photo Release Form, Natural Stone Institute reserves the right to use submitted photos to publicize the competition or otherwise promote the winning project. Natural Stone Institute additionally reserves the right to disqualify an incomplete submission. Representatives from the award-winning firm are expected to attend the January 2019 program to personally accept the award.

Submissions must be received by July 20, 2018.
Contact Jane Bennett at 440-250-9222 or jane@naturalstoneinstitute.org.