

# 2019 PINNACLE AWARDS SUBMISSION GUIDELINES



## GUIDELINES

- **The required files (Jury Review PDF and Project Participant List) must be prepared before entering. You will be asked to upload these during the entry process.**
- Photos submitted should be illustrative of the work of the submitter.
- Project work must be of NATURAL stone.
- Projects must have been completed within 3 years of entry deadline and comply with association standards as defined in the Dimension Stone Design Manual and technical modules.
- You **MUST** disclose other company's work if visible in photos.
- Only the company or companies who submit an entry will be eligible to receive the award.
- No company identification, architect name, or proprietary product names should appear on any items contained within the Jury Review PDF. Be generic and anonymous.
- The Natural Stone Institute reserves the right to reject any submission that is not prepared to requirements.
- No refunds will be given for unfiled or incomplete submissions.

## ENTRY

- Complete an online entry for each project at:  
[www.naturalstoneinstitute.org/pinnacleawards](http://www.naturalstoneinstitute.org/pinnacleawards)
- After completing payment you will see a link to upload your required files. ***This is your only opportunity to upload. Entry and submission are done at one time.***
- Pinnacle Award entries may also be entered into the Tucker Design Awards program. See online entry form for details.

Examples of a Jury Review PDF are available online as a reference at: [naturalstoneinstitute.org/pinnacleawards](http://naturalstoneinstitute.org/pinnacleawards)

If selected, project winners will be contacted with further instructions. Be prepared to provide high resolution project photos, a signed photo release form, and additional project descriptions.

Natural Stone Institute reserves the right to disqualify an incomplete submission.

Representatives from the award-winning firm are expected to attend the January 2020 ceremony to personally accept the award.

## FILES REQUIRED TO UPLOAD

### 1. JURY REVIEW PDF

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.**

- **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. Without disclosing your company name, or using any proprietary information, describe the specific role you played in the success of the overall project.  
**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 (landscape or portrait). 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 (landscape or portrait). No identifying mark of submitting company or design firms.

### 2. PROJECT PARTICIPANTS LIST

Provide a separate Word document containing the name, address, phone and email of design firm, stone consultants (if any), the project client, stone installers, stone suppliers, stone quarry (if known), and the types of natural stone used. **ALL ABOVE LISTED PARTICIPANTS MUST BE INCLUDED.**

**Submissions must be received by July 20, 2019**  
Contact Jane Bennett at 440-250-9222 or [awards@naturalstoneinstitute.org](mailto:awards@naturalstoneinstitute.org)