

## *Design Awards 2009 – application guidance*

**Harrogate Civic Society is now accepting entries for the 2009 Design Awards Scheme.**

### **Qualification**

To qualify for an award, the project must:

- Be within 5 km of the Harrogate Cenotaph (but excluding Knaresborough where a separate award scheme is organised)
- Have been completed between 1<sup>st</sup> June 2006 and 30<sup>th</sup> June 2009

### **Assessment**

Awards will be assessed in two stages:

- Stage 1 - a panel comprising representatives from Harrogate Borough Council and Harrogate Civic Society will short list entries.
- Stage 2 – each short listed entry will be visited by a panel including an eminent external architect.

### **Criteria**

In reaching their decision, the assessors will consider:

- Quality of design and detailing
- Enhancement of the area
- Materials and workmanship
- Sustainability

### **Information Required**

The following information will be required with your application: Please see the application form for details of the format required.

Project description – on no more than 2 sides of A4.	Photographs, 10no. maximum, at A4 size, showing the project before and after, as applicable.
Evidence that building or site owner consents to the application.	Sufficient drawings, 10 no. maximum, to explain your project, printed at A3, with a scale reference & to include site and location plans.

### **Awards**

The Assessors will determine the most suitable category for each entry and will award Plaques and/or Certificates of Commendation.

### **To Apply**

Complete an application form and submit with an entry fee of £25.00 and supporting documentation to: **The Secretary, Harrogate Civic Society, 103 Walton Park, Pannal, Harrogate HG3 1RJ** by 10<sup>th</sup> July 2009. Application forms are available on our web site or from The Secretary.