



2009 SAM AWARDS
*** ADVERTISING & MARKETING AWARDS ***
BEST WEBSITE (AD7)
Submission Guidelines

Entry Deadline: FRIDAY, NOVEMBER 13, 2009 by 4:00 PM – NO EXCEPTIONS
FEE: \$180.00/entry (+GST)

CRITERIA

Website must have been newly launched or undergone substantial changes during the period between November 1, 2008 and November 1, 2009 and not previously entered. National Campaigns are not permitted for submission.

NUMBER OF ENTRIES

Maximum of eight (8) entries for Single Family and/or eight (8) entries for Multi-Family per member company for Advertising & Marketing Awards.

SUBMISSION REQUIREMENTS

1. Company Logo – on CD
- black & white or colour (both if available) in JPG and EPS format (must be true vector file, not converted)
NOTE: Entrants submitting for multiple awards are only required to submit their company logo once.
2. Full Payment - acceptable payment methods: MasterCard, Visa and Cheque – made payable to the Canadian Home Builders' Association - Calgary Region.
3. Master Submission Form – one (1) hard copy
NOTE: Only one copy of the Master Submission Form is required to be submitted per entry deadline.

All electronic components can be included on one cd

4. Award Entry Form – one (1) hard copy and on CD
5. Website – one (1) hard copy of Homepage showing URL address (unmounted)

JUDGING PROCEDURES / DETAILS

- **Judging will take place in-house Friday, December 4, 2009.**
- Incomplete entries are judged accordingly and may, at the discretion of the judges, be disqualified due to insufficient information and materials.
- Entries will be judged according to the following criteria:
 - › Impact (*What is your first impression? Initial impact.*)
 - › Navigation (*Is it easy to get from section to section?*)
 - › Content (*Does the content meet its target market and objective?*)
 - › Theme and Concept (*Does the website follow and maintain an overall theme and concept?*)
 - › Creative Design and Production (*Does the site maintain your interest?*)
 - › Special Features



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ACCEPTABLE IMAGE / PHOTO FORMATS

Please ensure that all photo requirements are provided in individual sheet protectors.

The image quality requested below is required to produce the video presentation and all marketing materials.

Images on CD (ie. pictures, photos, advertisements, etc.) can be submitted in the following formats:

- JPG or TIFF

NOTE: Must be 300 DPI; size 8" x 10", NOT to exceed file size of 4 MB per image.

Printed photos can be submitted in the following formats:

- Size of 8" x 10", protect photos by using plastic sleeve protectors
- Do not glue or mount photos on board or any other product

NOTE: Place label on the back of photo.

NAMING / LABELING FILE DOCUMENTS, IMAGES AND PHOTOS

When naming / labeling, please provide the following information:

Award Reference ID_Company Name_Document / Image Detail

EXAMPLES using **ABC Homes** as the company:

⇒ AD7_ABC Homes_Colour Logo

⇒ AD7_ABC Homes_Website

GRAND SAM QUALIFIER

For *builder members* to qualify for the Grand SAM Award, you must enter a minimum of two (2) Advertising & Marketing Awards.

- 100% of ALL points awarded for Advertising & Marketing Awards go towards *Builder of the Year* or *Multi-Family Builder of the Year*.

POINT ALLOCATION

1 st Place = 10 pts.	2 nd Place = 8 pts.	3 rd Place = 6 pts.	4 th Place = 4 pts.	5 th Place = 2 pts.
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GENERAL CONDITIONS & INFORMATION

- Entrant must be a Canadian Home Builders' Association - Calgary Region (CHBA – Calgary Region) Member in good standing.
- Full payment must be accompanied with submission(s). Acceptable payment methods: MasterCard, Visa and Cheque – made payable to the Canadian Home Builders' Association - Calgary Region. Please include all entry fees in one payment.
- All materials submitted become the property of the CHBA – Calgary Region and will not be returned. Refer to our privacy policy online at www.chbacalgary.com or contact the CHBA – Calgary Region office to receive a hard copy.
- All entrants agree to allow any information contained in their submission(s) to be exhibited and/or published at the discretion of the CHBA – Calgary Region.
- All entries and judging forms are audited for irregularities and inconsistencies by the accounting firm of Rahal, Warren & Chugh.
- You will not be notified of missing components.



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HOW TO SUBMIT ENTRIES

Follow the SUBMISSION REQUIREMENTS.

* Remember to save a copy of your submission for reference. *

Mail or Courier completed submission(s) to:

2009 SAM Awards
c/o Canadian Home Builders' Association - Calgary Region
#100 7326 10th Street NE
Calgary, AB T2E 8W1

Tel: 403.235.1911 ▪ Fax: 403.248.1272 ▪ Email: info@chbacalgary.com ▪ Web: www.samawards.com