

**FORM A1 : DECLARATION
FORWARDING EACH ENTRY BY
THE NATIONAL MEMBER INSTITUTE OF ARCASIA**

(TO BE FILLED FOR EACH ENTRY BY THE PRESIDENT OR HIS DESIGNATED REPRESENTATIVE OF THE FORWARDING MEMBER INSTITUTE)

TO

THE CONVENOR

ARCASIA AWARDS FOR ARCHITECTURE

arcasiaaaa2014@gmail.com

**SUBJECT : ENTRY FOR CONSIDERATION OF
ARCASIA AWARDS FOR ARCHITECTURE (AAA)**

The _____
(Name of Member Institute)

after due deliberation takes pleasure in forwarding the entry entitled

_____ for consideration of the _____
(Name of Project) (Year)

ARCASIA AWARDS FOR ARCHITECTURE in Category _____
(Mention Category)

The entry has been submitted by our Member of good standing Architect

(Name of Architect)

whose name, address and Declaration in Form B is attached herewith. Also enclosed are duly filled Form 1 to Form 3 as required by the ARCASIA AWARDS.

We also certify that according to our information the project has been completed and has been in used for at least two years.

Sincerely.

Signature (of the PRESIDENT
Member Institute of **ARCASIA** or
His Designated Representative)

Stamp / Seal of the Institute

NAME OF INSTITUTE : _____

NAME OF PRESIDENT : _____

ADDRESS : _____

Tel :

Fax :

E-mail :

Date :

Copy to : Applicant

Enclosures : Form B and Form 1 to Form 3 (Pages)

FORM A2 : DECLARATION
SUBMITTING EACH ENTRY BY A MEMBER OF
THE NATIONAL MEMBER INSTITUTE OF ARCASIA
(TO BE FILLED FOR EACH ENTRY BY THE APPLICANT)

TO
THE CONVENOR
ARCASIA AWARDS FOR ARCHITECTURE
arcasiaaaa2014@gmail.com

SUBJECT : ENTRY FOR CONSIDERATION OF
ARCASIA AWARDS FOR ARCHITECTURE [AAA]

I _____
(Name of Architect)

take pleasure in submitting the entry entitled

_____ for consideration of the _____
(Name of Project) (Year)

ARCASIA AWARDS FOR ARCHITECTURE in Category _____
(Insert Category)

Also enclosed are duly filled Form 1 to Form 3 as required by the **ARCASIA AWARDS**.

I also certify that the project has been completed and has been in used at least two years.

Sincerely.

Signature
[of the Applicant]

NAME OF APPLICANT'S NATIONAL MEMBER INSTITUTE

ADDRESS OF APPLICANT'S NATIONAL MEMBER INSTITUTES

Tel : Fax : E-mail :

Date :

Copy to : President of National Member Institute

Enclosures : Form B and Form 1 to Form 3 (Pages)

FORM A3 : DECLARATION

SUBMITTING EACH ENTRY BY

A MEMBER OF ARCASIA MEMBER COUNTRIES

BUT A NON-MEMBER OF THE NATIONAL MEMBER INSTITUTE OF ARCASIA

(TO BE FILLED FOR EACH ENTRY BY THE APPLICANT FROM ARCASIA COUNTRIES)

TO

THE CONVENOR

ARCASIA AWARDS FOR ARCHITECTURE

arcasiaaaa2014@gmail.com

**SUBJECT : ENTRY FOR CONSIDERATION OF
ARCASIA AWARDS FOR ARCHITECTURE (AAA)**

I _____
(Name of Architect)

take pleasure in submitting the entry entitled

_____ for consideration of the _____
(Name of Project) (Year)

ARCASIA AWARDS FOR ARCHITECTURE in Category _____
(Insert Category)

Also enclosed are duly filled Form 1 to Form 3 as required by the **ARCASIA AWARDS**.

I also certify that the project has been completed and has been in used at least two years.

Sincerely.

Signature
[of the Applicant]

NAME OF APPLICANT'S REGISTRATION BOARD [copy of certificate of registration is attached]

ADDRESS OF APPLICANT'S REGISTRATION BOARD

Tel :

Fax :

E-mail :

Date :

Enclosures : Form B and Form 1 to Form 3 (Pages)

FORM A4 : DECLARATION

SUBMITTING EACH ENTRY BY

**A NON-MEMBER OF THE NATIONAL MEMBER INSTITUTE OF ARCASIA &
NON-RESIDENT OF ARCASIA MEMBER COUNTRIES**

(TO BE FILLED FOR EACH ENTRY BY THE APPLICANT
WHOSE PROJECT IS LOCATED IN THE ARCASIA COUNTRIES)

TO
THE CONVENOR
ARCASIA AWARDS FOR ARCHITECTURE
arcasiaaaa2014@gmail.com

**SUBJECT : ENTRY FOR CONSIDERATION OF
ARCASIA AWARDS FOR ARCHITECTURE (AAA)**

I _____
(Name of Architect)

take pleasure in submitting the entry entitled

_____ for consideration of the _____
(Name of Project) (Year)

ARCASIA AWARDS FOR ARCHITECTURE in Category _____
(Insert Category)

Also enclosed are duly filled Form 1 to Form 3 as required by the **ARCASIA AWARDS**.

I also certify that the project has been completed and has been in used at least two years.

Sincerely.

Signature
[of the Applicant]

NAME OF APPLICANT'S REGISTRATION BOARD [copy of certificate of registration is attached]

ADDRESS OF APPLICANT'S REGISTRATION BOARD

Tel : Fax : E-mail :

Date :

Enclosures : Form B and Form 1 to Form 3 (Pages)

FORM B :
DECLARATION BY THE APPLICANT
(TO BE FILLED FOR EACH ENTRY SUBMITTED)

DECLARATION

1. I do solemnly **declare** that all the information submitted by me in **(Form 1 to Form 3)** is correct and true: and that I am aware of the rules, regulations and requirements for the **AWARDS**, and agree to abide by them.
2. I shall allow/arrange for the Jury, or their nominee, my Institute to inspect the building as desired, if the Jury so decides.
3. I will provide additional information, photographs and drawings in sizes specified by the Jury/Award Committee if so required, whenever so requested, for their examination and subsequent Exhibition.
4. I do hereby agree to abide by the decision of the Jury appointed for the purpose of selecting the AWARD winning projects.
5. I also agree that the decision of the Jury shall be final and binding on me/my firm/my associates.
6. I shall allow ARCASIA to use the material submitted for the Award for the purposes of Exhibition, publicity and publication, if any.

Name of Applicant (in Capital Letters)

Address : _____

Tel : _____ Fax : _____ Email : _____

Date
Place

Authorized Signature & Seal

**ARCASIA AWARDS
FOR ARCHITECTURE _____ (year)**

CATEGORY	
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(PROJECT TITLE / FULL ADDRESS)

FORM : **1**

**PROJECT DESCRIPTION &
DETAILS**

NOTE : Entries should include a report on project description and details covering the following items and attached as part of Form 1

1.1 APPLICANT

Name of person in charge of this entry :
(Should be the authorized signatory of the Declaration Form)

1.2 PERSONS RESPONSIBLE FOR DESIGN

If more than one, give names and addresses for each. Please state precise roles and involvement

Architect:

Tel : _____ Fax : _____ E-mail : _____

Client/Owner:

Consultants :

(e.g. Engineer, Sociologist, Demographer, Economist etc.)

Contractor :

1.3 PROJECT DESCRIPTION

Description of the assignment (program) stipulated by the Clients for the Architect/s :

2.1 PROJECT HISTORY

(Commencement of Construction - Commencement of Operation/ Occupancy)

2.2 PROJECT SCOPE

Areas

Site dimension/Plot ratio/built area Living area/Circulation area/
Parking area/Landscaped area

2.3 PROJECT TECHNOLOGY

Construction Technology/ Structural System (Describe)

2.4 MATERIALS

(Describe and indicate whether locally produced or imported)

(a. Infill b. Rendering of Facades c. Floors d. Ceilings e. Others : interior and exterior)

2.5 PROJECT SERVICES

Site Utilities & Building Services (Describe)

- 2.6 **PROJECT ECONOMICS Give Details of Financing**
Estimated costs at Design Stage/Year of Estimate (in US \$)
Actual nett cost of construction of the project in US \$ (excluding cost of land)/Year of Completion
- 2.7 **MISCELLANEOUS**
Other remarks, if any
- 3.1 **ARCHITECTURAL REPORT**
Architectural Concept (Spatial Translation of the Clients Brief)
- 3.2 Constraints and Solutions achieved
- 3.3 Special features, if any
- 3.4 Details of supporting structures/ancillary facilities/parking/access/circulation
- 3.5 Details of landscaping etc
- 4.1 **PROJECT AMBIT**

Description of the Project Locale (Include description of the Architecture/ Design of the Area, and how the Project integrates into the Climatic/Cultural/Architectural Environment of the Area)
- 4.2 **USERS PROFILE**
- 4.3 **USER'S RESPONSE** *(to be filled by the sponsoring Institute of the applicant)*
(Operating experience in respect of user response to designed spaces changes/adjustments and operating experience in respect of choice of material/technical installations etc)
- 4.4 **SIGNIFICANCE OF PROJECT**
In what way is this project important ?
Please describe the aspect(s) of the project which you feel represent a particular achievement, for example the technical, economic, or social achievement, or its response to culture or climate, etc.

**ARCASIA AWARDS
FOR ARCHITECTURE** _____ (year)

CATEGORY	
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(PROJECT TITLE / FULL ADDRESS)

FORM : 2

DOCUMENTATION DRAWINGS

NOTE : Entries should include the following minimum drawings :

- 1. Site/Location Plans
- 2. Plan/s
- 3. Section/s
- 4. Elevation/s
- 5. Architects Sketches.

Scale should appear on all drawings and North arrows should appear on all plans and attached as part of Form 2.

**ARCASIA AWARDS
FOR ARCHITECTURE** _____ (year)

CATEGORY	
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(PROJECT TITLE / FULL ADDRESS)

**PHOTOGRAPHIC
DOCUMENTATION**

FORM : **3**

NOTE : A maximum of 10 colour photographs can be submitted and attached as part of Form 3. Photographs should record the project's context and details of the building's fabric. It is important that the photographs show people using/living in the building. They could also show :

- 1. The immediate setting of the project.
- 2. Typical building, landscape and townscape features of the region.
- 3. Building facades from major approaches.
- 4. Major interior spaces or outstanding details.
- 5. Significant/Innovative design expressions.