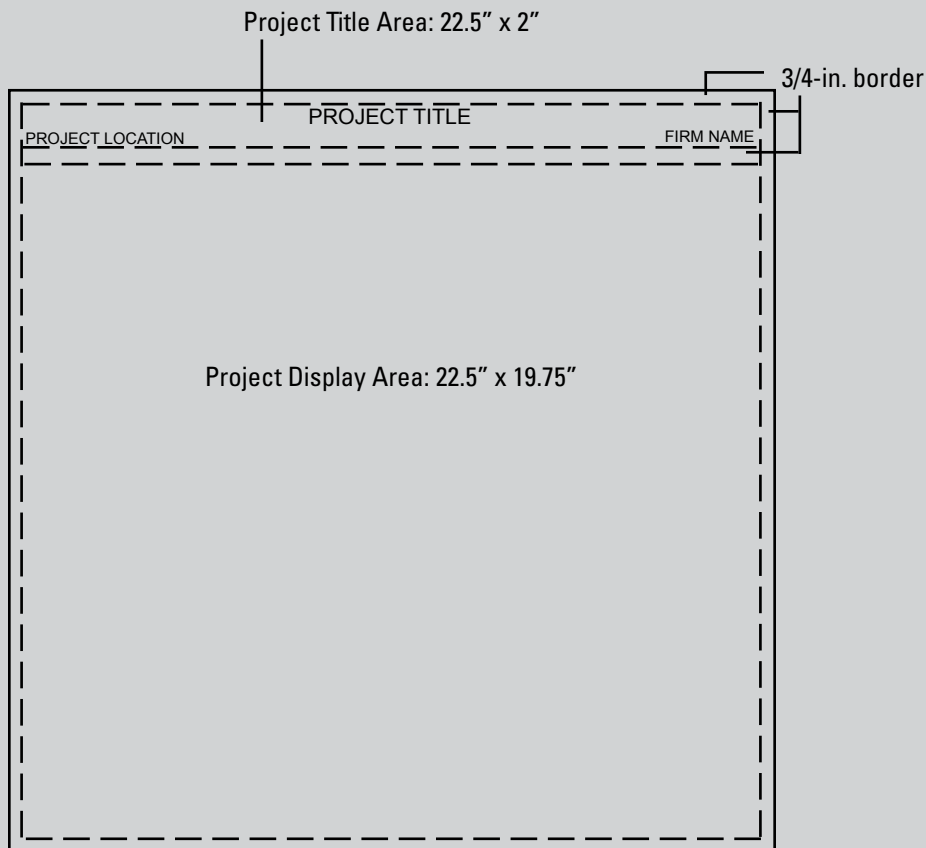


# PRESENTATION BOARD GUIDELINES

(NOT TO SCALE)



## 2010 MID-ATLANTIC DESIGN SHOWCASE

The Mid-Atlantic Design Showcase places your work in front of architects, engineers, interior designers, planners, landscape architects, contractors and students from Delaware, Pennsylvania, Maryland, Virginia, West Virginia, North Carolina, and the District of Columbia at Architecture Exchange East—the mid-Atlantic’s premier conference and expo for the profession.

Project boards will be centrally displayed in the ArchEx Exhibit Hall and seen by more than 1,000 attendees at the region’s largest annual design and construction conference and trade show. Entries are extremely limited.

**RESERVE YOUR SPACES TODAY!**

CALL FOR ENTRIES

## ELIGIBILITY

Architects, interior designers, professional engineers, and landscape architects in Virginia, West Virginia, North Carolina, Maryland, Delaware, Pennsylvania, and the District of Columbia are eligible to submit images of built or unbuilt work. Built projects may be anywhere in the world. Any eligible participant may submit any number of entries provided each entry is submitted with the appropriate fee.

## SUBMISSION REQUIREMENTS

The Virginia Society AIA must receive registration form and fee by Friday, Sept. 17, 2010.

All selections that meet eligibility requirements and design guidelines will be accepted for display as space allows. Each project must be mounted on a 24 x 24-inch piece of 1/2-inch black gator board or enviroboard. Maintain a 3/4-inch border on the entire board and place no written or graphic material in this area.

The Project Title area is a two-inch space located at the top of the board, directly below the 3/4-inch border. It should contain the following (see illustration on reverse of this sheet): Project Title, in 48-point type, aligning with the top of the title area and the left borderline, or centered; Project Location, in 36-point type, aligning with the bottom of the title area and the left borderline; and Firm Name, in 36-point type, aligning with the bottom of the title area and the right borderline. All lettering must be in a sans serif font such as Helvetica or Arial, all upper case, and white. Boards may include photographs, plans, renderings, or any combination thereof, as long as only one project is depicted on each board. Low-resolution digital output or reproduction is discouraged.

## EXHIBIT FEE

**Fee:** \$120 per entry

A credit card number or check or money order payable to the VSAIA must accompany each submission. You may submit as many entries as you wish, but each must be accompanied by a separate registration form. Fees may be combined in one payment if the payment accompanies all the registration forms. If for any reason the VSAIA cannot include your submission in the exhibit, your fee for that submission will be refunded in full; otherwise, there will be no refunds.

## RETURN OF MATERIALS

Participants may pick up project boards in person at the ArchEx Registration area between 3–4:30 p.m. on Friday, Nov. 5, 2010. Submitters wishing their boards returned by VSAIA must pay an additional \$25 per board in advance for shipping and handling. Remaining boards will not be returned.

## DEADLINES

**ENTRIES & FEES:** Sept. 17 by 5 p.m.

**BOARDS:** Oct. 15, by 5 p.m.

The offices of the Virginia Society AIA are located at 2501 Monument Ave., Richmond, VA 23220-2618.

## QUESTIONS?

Contact Duncan Abernathy at [daber@aiava.org](mailto:daber@aiava.org) or 804.237.1776.

### DEADLINES

FORMS & FEES: SEPTEMBER 17

BOARDS: OCTOBER 15

## MID-ATLANTIC DESIGN SHOWCASE REGISTRATION FORM

[PLEASE PRINT OR TYPE]

NAME \_\_\_\_\_

FIRM NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

PROJECT NAME AND LOCATION \_\_\_\_\_

PHOTOGRAPHER OR OTHER CREDIT \_\_\_\_\_

I AM A MEMBER OF \_\_\_\_\_AIA \_\_\_\_\_ASID \_\_\_\_\_IIDA \_\_\_\_\_ASLA \_\_\_\_\_VSPE \_\_\_\_\_ACEC

REGISTRATION FEE: \$ \_\_\_\_\_

\$25 BOARD-RETURN FEE (OPTIONAL) \$ \_\_\_\_\_

FEE TOTAL: \$ \_\_\_\_\_

FORM OF PAYMENT: \_\_\_\_\_CHECK ENCLOSED \_\_\_\_\_MONEY ORDER ENCLOSED

CREDIT CARD: \_\_\_\_\_AmEx \_\_\_\_\_MASTER CARD \_\_\_\_\_Visa \_\_\_\_\_SECURITY CODE \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_ EXPIRES: \_\_\_\_\_

SIGNATURE ON CARD (REQUIRED) \_\_\_\_\_

SEND THIS FORM WITH FEE TO:

MID-ATLANTIC DESIGN SHOWCASE  
2501 MONUMENT AVE.  
RICHMOND, VA 23220-2618

BY 5 P.M. ON FRIDAY, SEPT. 17, 2010.

FAX: (804) 643-4607