

## Trophy Awards 2016

California Landscape Contractors Association sponsors the Trophy Awards to encourage interest in landscaping, recognize crafts people who produce outstanding landscapes, create pride in superior workmanship and to bestow public recognition on companies, institutions, municipalities and residents for their interest in a beautiful California.

Any chapter Beautification Award winner is encouraged to enter that project into the state Trophy Awards program.



### To Enter

**Fill out a separate entry form for each entry** and return the form, along with the required entry fee, digital images and plans, and/or "before" photographs (if required) to:

CLCA Trophy Awards 2016  
1491 River Park Drive, Suite 100  
Sacramento, CA 95815

### Entry Fees & Deadlines

**Entry Deadline** August 1, 2016 (postmarked)

**Entry Fee** \$150 per entry\*

*\*No entry fee required for projects competing for Humanitarian Award.*

**Late Entry Deadline** August 15, 2016 (postmarked)

**Late Entry Fee** \$250 per entry\*

*\*No entry fee required for projects competing for Humanitarian Award.*

### No entries postmarked after August 15, 2016 will be

**accepted.** All entries submitted must include the entry form, images, entry fee, signed project owner's consent, plans and/or "before" photographs (if required.) Incomplete entries will be returned.

### Contact

CLCA HQ  
(800) 448-2522  
trophyawards@clca.org

### Awards Presentation

Awards will be presented Friday, November 18, 2016 during the CLCA Annual Convention held in Paso Robles, CA.

# Entry Guidelines

## Entry Rules

1. Only Regular and Life Members in good standing are eligible.
2. A separate, completed entry form must be submitted for each project in each category.
3. The major portion (51%) of each project (not property) submitted must have been completed by the entrant.
4. A member's residence or place of business or a family member's residence or place of business may not be entered.
5. Category cost limitations must be adhered to and written verification may be required.
6. A contractor can win a Regular or a Special Award for a project, but cannot win both awards for the same project. The higher of the two awards will be granted.
7. Installation projects must have been completed after August 1, 2014. A project entered last year may be reentered in the same category this year if it did not win. There is a two-year limit on entries, based on the completion date of the project.
8. Once you have won a State Trophy Award, the winning project cannot be entered again, except in maintenance categories, which can be entered every third year after a win.
9. The entrant must have maintained maintenance projects one-year prior to entering.
10. Judges must be allowed access to the project.
11. Include **ONLY** seven (7) **high-resolution**, digital jpg images. Additional photos are only required for the entry categories requiring "before" photos of the project. Phone cameras typically do **NOT** provide images with quality suitable for printing or enlarging. At least four (4) of the images should be in horizontal format. Each photo should be labeled as follows: entry category/project name/photo number.  
Example: 13jacobsen01.jpg  
Please label one horizontal photo as "Plaque" which will be the photo used on the award should you win. All images become the property of CLCA and may be used in news releases, the association website and other projects.
12. Please limit each CD or thumb drive (or email) you submit to one award entry. **DO NOT SEND** multiple entries on the same disc, drive or email.
13. Three "before" photos **MUST** be submitted for Landscape Renovation projects.
14. Lighting categories: Night photos **MUST** be submitted.
15. Plans are required for entries submitted in Category 7: Design/Build.
16. Notice of judging is reserved for security purposes only.
17. **Projects may be entered in only one installation category each except Water Features and Lighting.**
18. **With the exception of Water Features and Lighting, all subcontracted work IS considered work done by the contractor.**
19. For Category 14: Water Features, Category 15: Small Lighting and Category 16: Large Lighting 75% of the work may **NOT** be subcontracted.
20. Renovations must have 40% of the square footage in its original state.
21. Limit of **THREE ENTRIES** in the same category per contractor.
22. Violation of rules may result in disqualification and forfeiture of entry fees.

## Disqualification

**Entries may be disqualified for the following reasons:**

1. The entrant or employees are present when the judges arrive.
2. Company sign has not been removed.
3. The entry form is incomplete i.e., missing information, digital photos not included, or illegible.
4. The owner's consent has not been obtained or the judges are unable to enter.

*No refunds shall be made if an entry is disqualified.*

## Entry Checklist

- Include advanced phone number and gate codes (if required for entry).
- List ALL items you would like to have judged **SEPARATELY** on Page 9.
- Mail early — completed entries must be postmarked by August 1, 2016, accompanied by the appropriate fee. No entries postmarked after August 15 accepted.
- Include seven high-quality images for each entry, including at least four in horizontal format. All images must be sent in with application.
- Consult digital guidelines (page 7) on how to prepare your entry photos electronically.
- Include three "before" photographs for Renovation entries.
- Include night-time (dark) photos for Lighting entries.
- Obtain **owner's signed consent** and **initialed verifications** for project submittal and photos. Verbal consent is insufficient.
- Inform the owner that judging takes place 7 days per week, from 7 a.m. to 7 p.m.
- Attach a map page with job area circled.
- Give accurate directions to the project on page 7, step 4. Give directions starting at a major freeway, including travel directions and approx. mileage on each road.
- Sketch as indicated on page 8.
- Enclose appropriate entry fee. Check, Visa or Mastercard accepted.

# Judging Criteria

Each entry shall be judged independently on site by the judges using separate judging sheets. Judges shall judge each item of work checked (✓). Projects should be ready to be judged in September, 2016. The more information provided in the application, the easier it is to judge.

## Installation Categories

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Judging for installation categories shall be based on quality of workmanship 60%, quality of construction 20%, and quality of materials 20%. The site difficulty/professional skill factor (last item on the judging sheet) shall apply only to the installation categories. Each judge shall enter a difficulty factor using 1.00 as normal and ranging to 1.20 as exceptionally difficult.

1. **Finish Grading** Smooth gradual transitions of landscaped area, complete drainage of all excess water.
2. **Soil Preparation** Even, uniform mixing of soil amendment. Healthy plants in the area. Test with soil probe.
3. **Drainage** Concealment of day lighted pipe, use of proper catch basins, placement of drains, connections to downspouts, drainage for decks.
4. **Trees** See Plant Material criteria above.
5. **Shrubs** See Plant Material criteria above.
6. **Groundcover** See Plant Material criteria above.
7. **Vines** See Plant Material criteria above.
8. **Turf** Smooth even grade with good physical appearance, even texture and good green color.
9. **Header Boards** Good tight lamination, proper staking, neat appearance.
10. **Irrigation** Strategic head setting, easy access to valves and controller, use of proper backflow device. Neatness in wiring.
11. **Masonry** Even mortar joints, true to grade. Neat and clean overall appearance. (NEED TO BE ITEMIZED)
12. **Concrete** Proper grading, high quality finish, neat and clean. (NEED TO BE ITEMIZED)
13. **Decks, Benches** High-quality materials with a good foundation and adequate structural strength, good construction detail.
14. **Fences** Plumb not warped, post set properly in concrete so water drains away.
15. **Water Features** Good circulation and aeration. High-quality finish and aesthetically pleasing in appearance. The pump must be running.
16. **Retainer** See #11. Sufficient vertical support for wood retainers. (NEED TO BE ITEMIZED)

## Maintenance Categories

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Judging for maintenance categories shall be based on:

1. **General appearance**
2. **Trees** Good healthy appearance, structurally pruned and properly staked. No mower or weedeater damage to trunks.
3. **Shrubs** Properly pruned, insect free with a healthy, vigorous appearance.
4. **Groundcover** Cover full and mature, edged neatly off walks and away from buildings. Trimmed around shrubbery and trees.
5. **Turf** Green and lush in appearance, weed free, mowed and edged neatly. Basins around weed and debris free.
6. **Annual Color** Well selected accent color, neat and weed free. Good quality for time of year.
7. **Irrigation**
8. **Planter Maintenance**
9. **Water Management**
10. **Water Features** (NEED TO BE ITEMIZED)

### Judging Procedures

Judges are selected on the basis of their knowledge, independence, integrity and objectivity. Projects are judged anonymously. All entries will be personally inspected by the judges and evaluated according to quality of workmanship, quality of construction detail, quality of landscape materials and overall appearance. There is a possibility that a category may have no awards presented, even though entries were submitted. Contractors should notify property owners that judging is scheduled to begin on September 12, 2016 and is expected to continue for two weeks depending on the number of projects that are submitted. **PLEASE NOTE\*\*** Judging will take place from 7 a.m. – 7 p.m., seven days a week.

### Itemization

Where listed above, these aspects must be listed specifically in order to be judged. Entrants should ONLY list the parts of a project they were responsible for. This is listed on page 9 of the entry form.

# Award Categories

## Special Awards

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**Stuart J. Sperber Memorial Sweepstakes Trophy**  
Best of Show.

**Jon R. Alsdorf Memorial Award**  
Best entry from all residential categories.

**Gary Vallen Memorial Award**  
Best residential landscaping under \$150,000.

**Special Effects**  
Best use of unique methods or materials and/or special artistic effects.

**Excelsior Award**  
Awarded to a company who has been a CLCA member less than a year.

**Bob Baier Memorial Award**  
Best entry containing sustainable installation elements: Water management, planting and plant selection, sustainable construction elements, and miscellaneous sustainable elements.

**John Redmond Memorial Award**  
Best entry from all maintenance categories.

**Herb Frank Memorial Award**  
Best entry from all commercial installation categories.

**Humanitarian Award**  
Recognizes landscape contractors who donate more than half the total labor/materials to a project benefitting a worthy cause. Open to individuals or chapters. No entry fee required for this category.

## Regular Award Categories

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### Installation

**1 Small Residential**  
Single family residence with landscape costs less than \$75,000.

**2 Medium Residential**  
Single family residence with landscape costs from \$75,001 – 150,000.

**3 Large Residential**  
Single family residence with landscape costs from \$150,001 – 300,000.

**4 Residential Estate**  
Single family residence with landscape costs from \$300,001 – 650,000.

**5 Residential Estate Unlimited**  
Single family residence with landscape cost greater than \$650,001.

**6 Landscape Renovation**  
Landscape renovation. 40% must be original.

**7 Design/Build**  
Project designed and installed by the contractor.

**8 Model Homes**  
Series of three or more family units included in one subdivision.

**9 Small Commercial/Industrial**  
Entryway, median, building, facility, or structure used for business, religious or rental purposes with landscape costs not exceeding \$400,000.

**10 Large Commercial/Industrial**  
Entryway, median, building, facility or structure used for business, religious or rental purposes with landscape costs over \$400,001.

**11 Public Works/ Sports, Parks & Athletic Facilities**  
Landscaping financed by public funds.

**12 Condos/Townhomes/ Apartments**  
Multi-unit, attached residences.

**13 Xeriscape**  
An attractive, sustainable landscape that conserves water. Residential or commercial.

**14 Water Features**  
Any fountain, waterfall and/or pond.

**15 Small Lighting**  
Landscape lighting with up to 25 fixtures.

**16 Large Lighting**  
Landscape lighting with 25-plus fixtures.

### Maintenance

**17 Small Residential**  
Complete landscape maintenance on any single-family residential property with monthly contract amount not exceeding \$2,000.

**18 Large Residential**  
Complete landscape maintenance on any single-family residential property with monthly contract greater than \$2,001.

**19 Small Commercial**  
Maintenance on project with monthly contract amount not exceeding \$2,000.

**20 Large Commercial**  
Maintenance on project with monthly contract amount of \$2,001 – \$6,000.

**21 Unlimited Commercial**  
Maintenance on project with monthly contract amount greater than \$6,001.

**22 Medium HOA**  
Maintenance on project with monthly contract amount not exceeding \$5,000.

**23 Large HOA**  
Maintenance on project with monthly contract amount greater than \$5,001.

**24 Apartments/Condos/ Townhouses**  
Complete landscape maintenance on any apartment/condo/townhouse.

**25 Public Works / Sports, Parks & Athletic Facilities**  
Maintenance financed by public funds.

**Sponsorship opportunities are still available in many categories. Please contact CLCA Headquarters at (916) 830-2780 if interested in improving your visibility among the green industry elite.**



# CLCA TROPHY AWARDS 2016 ENTRY FORM

## To Enter

Fill out a separate entry form for each entry and return the form, along with the required entry fee, images and plans, and/or "before" photographs (if required) to:

CLCA Trophy Awards 2016  
1491 River Park Drive, Suite 100  
Sacramento, CA 95815-4501

## Entry Fees & Deadlines

**Entry Deadline** August 1, 2016 (postmarked)

**Entry Fee** \$150 per entry, except for projects competing for the Humanitarian Award, for which no fee is required.

**Late Entry Deadline** August 15, 2016 (postmarked)

**Late Entry Fee** \$250 per entry, except for projects competing for the Humanitarian Award, for which no fee is required.

**No entries postmarked after August 15, 2016 will be accepted.** All entries submitted must include the original entry form, images, entry fee, signed project owner's consent, plans and/or "before" photographs (if required.) Incomplete entries will be returned.

## Instructions

Please type or print in ink ALL information requested. Each entry requires a separate entry form (if you are submitting the same project in more than one category).

If you hand-write, make sure it is LEGIBLE! Information you provide may be used for winner plaque and presentation ceremony.

## Step 1: About Your Company

### Entrant Information

Company: \_\_\_\_\_

Business Phone (include area code): \_\_\_\_\_

Company Representative Name: \_\_\_\_\_

Company Representative Phone (include area code): \_\_\_\_\_

Company Representative Email: \_\_\_\_\_

Advance Phone: \_\_\_\_\_

(If necessary to access the project. Keep this phone on and handy until 8 p.m. during the judging period.)

Business Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Your Chapter: \_\_\_\_\_

### Architect/Designer

Firm Name: \_\_\_\_\_

Designer Phone (include area code): \_\_\_\_\_

Business Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**Subcontractors:** List any subcontractors used to complete this project.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Submit

CLCA Trophy Awards 2016  
1491 River Park Drive, Suite 100  
Sacramento CA 95815  
(916) 830-2788 fax

### Contact

CLCA HQ  
(800) 448-2522  
trophyawards@clca.org

### Awards Presentation

Awards will be presented at the  
2016 CLCA Annual Convention  
in Paso Robles, CA

### Office Use Only!

Entry # \_\_\_\_\_

Category # \_\_\_\_\_

Project Name: \_\_\_\_\_

## Step 2: Payment Information

**Entry Fee (per entry)**    **\$150** (postmarked by Aug. 1, 2016)  
    **\$250** (postmarked by Aug. 15, 2016)  
    *(except the Humanitarian Award: No fee.)*

\_\_\_\_\_ Number of Entries x \$150 = \_\_\_\_\_

\_\_\_\_\_ Number of Late Entries x \$250 = \_\_\_\_\_

Check Enclosed      Charge my:       Visa     Mastercard

Account #: \_\_\_\_\_

Expires: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Step 3: Entry Category

Choose one of the following award categories. Consult page 4 for full descriptions.

### Installation

- 1: Small Residential
- 2: Medium Residential
- 3: Large Residential
- 4: Residential Estate
- 5: Residential Estate Unlimited
- 6: Landscape Renovation
- 7: Design/Build
- 8: Model Homes
- 9: Small Commercial / Industrial
- 10: Large Commercial / Industrial
- 11: Public Works / Sports, Parks & Athletic Facilities
- 12: Condos / Townhouses / Apartments
- 13: Xeriscape
- 14: Water Features
- 15: Small Lighting
- 16: Large Lighting

### Maintenance

- 17: Small Residential
- 18: Large Residential
- 19: Small Commercial
- 20: Large Commercial
- 21: Unlimited Commercial
- 22: Medium HOA
- 23: Large HOA
- 24: Apartments / Condos / Townhouses
- 25: Public Works / Sports, Parks & Athletic Facilities

### Humanitarian Award

- Humanitarian Award

## Owner's Consent & Publicity Release

I/We hereby grant permission to enter our property or premises for the purpose of judging, photographing and publicizing the landscape project in this competition to the accredited representatives of the California Landscape Contractors Association. It is understood that no fees or charges of any kind are required of the owner.

Judging is scheduled to begin on September, 12, 2016 and continue for two weeks. Projects must be available 7 a.m. – 7 p.m., 7 days per week during this time.

\*\* Owner: Please initial completed pages 8 and 9 to verify.

Entries with locked gates or unattended dogs will not be judged. It is the contractor's and/or owner's responsibility to provide access to the project being judged.

It is the contractor's responsibility to notify client of judging date.

***I certify that the information provided in this application is true and correct, that all elements entered are under my (or my company's) prime contract, that I have listed all elements I have NOT installed or I am NOT maintaining that may be mistaken for work performed under my contract, and that the dollar value stated on these pages are in accordance with the contract amount plus any additional work performed.***

Project Owner's Dated Signature:

\_\_\_\_\_

Date: \_\_\_\_\_

Contractor's Dated Signature:

\_\_\_\_\_

Date: \_\_\_\_\_

### Submit

CLCA Trophy Awards 2016  
 1491 River Park Drive, Suite 100  
 Sacramento CA 95815  
 (916) 830-2788 fax

### Contact

CLCA HQ  
 (800) 448-2522  
 trophyawards@clca.org

### Awards Presentation

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 2016 CLCA Annual Convention  
 in Paso Robles, CA

### Office Use Only!

Entry # \_\_\_\_\_  
 Category # \_\_\_\_\_  
 Project Name: \_\_\_\_\_

## Step 4: Entry Details

*If this sheet is not filled out YOUR PROJECT WILL NOT BE JUDGED!*

### Project Information

Category # \_\_\_\_\_ Category Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Owner: \_\_\_\_\_

Client's phone number (include area code): \_\_\_\_\_

Cell phone: \_\_\_\_\_

Special instructions for project access: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Site Specifics & Directions

PLEASE be very specific! The judges can't evaluate your project if they can't find it!

Project Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

**Important: Include a map with the project area circled.**

Directions from the nearest freeway to the jobsite. Include direction of travel and approx. mileage: \_\_\_\_\_

\_\_\_\_\_

Is this project entered in an additional category?  Yes  No

If yes, which category? \_\_\_\_\_

Has this project ever been entered in a previous CLCA Awards Program?

Yes  No — If yes,  in local chapter  State Awards

Check box if you are submitting this project as an entry for the Excelsior Award.  
(Open only to companies who have been members for less than a year.)

Check box if you will be attending the CLCA Convention, November 16-19  
in Paso Robles, CA.

## Did You Know?

All Trophy Award-winning projects are posted on the CLCA Trophy Awards website:

[clca.org/trophyawards](http://clca.org/trophyawards)

*What are you waiting for!?!*

## Guidelines For Electronic Image Submission

*We look forward to showcasing your award-worthy projects as well as we can, as often as we can. Please help us in doing so by following these guidelines:*

- This is your work — make it look great! Consider hiring a professional photographer. Remember that the photos can be used not only for this awards contest, but as a great portfolio and/or website addition. They can also be on display in your office year-round to dazzle clients.
- Low resolution images (less than 300dpi at their intended size) **cannot** be used for print (award plaque, magazines or brochures.) To achieve the best quality images, be sure to set your camera to the highest resolution. Phone cameras typically do **NOT** provide images with quality suitable for printing or enlarging. File sizes of less than 1 MB do not enlarge well. A photo file that is 455 KB, for example, is not acceptable.
- Each entrant should send **NO MORE than seven (7)** high-resolution, digital jpg images. Additional photos are only required for the entry categories requiring "before" photos of the project. At least four (4) of the images should be in horizontal format. *entries that include more than six images will have the first six chosen as they appear on the disk.* CDs and thumb drives will not be returned.

**Please name your files as shown below:**

entry category/project name/photo number

**Example: Jacobsen's Residence is the project, and you are entering it in the Installation Category: Xeriscape (13). Label your first photo as follows:**

13jacobsen01.jpg or 13\_jacobsen\_01.jpg  
Label photos 1-6 and label one horizontal photo as "Plaque" which will be used on the award should you win.

### Submit

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1491 River Park Drive, Suite 100  
Sacramento CA 95815  
(916) 830-2788 fax

### Contact

CLCA HQ  
(800) 448-2522  
trophyawards@clca.org

### Awards Presentation

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2016 CLCA Annual Convention  
in Paso Robles, CA

### Office Use Only!

Entry # \_\_\_\_\_  
Category # \_\_\_\_\_  
Project Name: \_\_\_\_\_

Revised: May 2016

## Step 5: Contractor Comments

### **Do Not Use Name Of Your Firm!**

Use the lines below to describe the project to the judges. Explain any challenges, extreme conditions or special circumstances that you overcame related to the project. Attach extra sheets if needed.

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## Project Overview

What is the overall size of the owner's property? (square feet/acres) \_\_\_\_\_

What is the size of the landscaped area? (square feet) \_\_\_\_\_

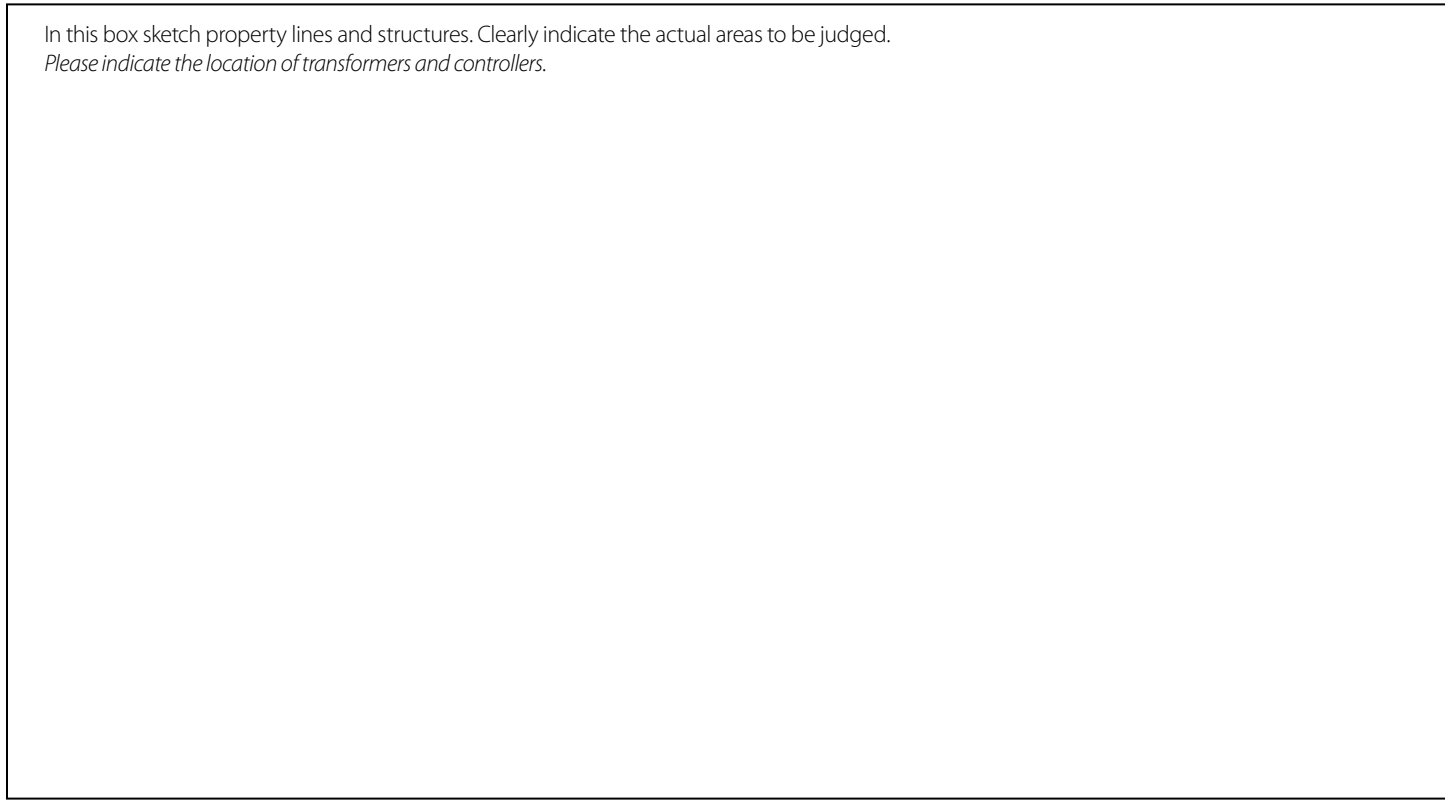
What is the contract price for this project? \_\_\_\_\_

Date project started \_\_\_\_\_

Date project completed \_\_\_\_\_

**Owner Verifies This Information By Initialing Here:** \_\_\_\_\_

In this box sketch property lines and structures. Clearly indicate the actual areas to be judged.  
*Please indicate the location of transformers and controllers.*



### **Submit**

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Entry # \_\_\_\_\_  
Category # \_\_\_\_\_  
Project Name: \_\_\_\_\_



**Please type or print in ink ALL information requested. If this sheet is NOT filled out YOUR PROJECT WILL NOT BE JUDGED!**

**DO NOT** use any company names.

**DO NOT** complete the Judge's Comments area.

- In "Project Details," describe what is to be judged. Refer to your sketch on page 8.
- All items of entire contract must be listed. Proof of contract may be required.
- Additional comments are welcome; use space entitled "Contractor Comments" on page 8.

**In The List Below, Check The Appropriate Box For Work:  
A Completed By Your Company B Work Done Not As Part Of The Contract**

Owner Verifies This Information By Initialing Here: \_\_\_\_\_

### Step 6: Project Details

#### Installation Entries

1. Grading – Finish      A       B
2. Soil Preparation      A       B
3. Drainage – Surface    A       B
4. Trees                    A       B
5. Shrubs                  A       B
6. Groundcover          A       B
7. Vines                    A       B
8. Turf                     A       B
9. Header Boards        A       B
10. Irrigation            A       B
11. Masonry (Please Itemize.)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B
12. Concrete (Please Itemize.)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B
13. Woodwork (Please Itemize.)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B
15. Water Features (Please Itemize)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B
16. Other (Please Itemize)  
     A. \_\_\_\_\_ A       B   
     B. \_\_\_\_\_ A       B   
     C. \_\_\_\_\_ A       B

#### Maintenance Entries

1. General Appearance    A       B
2. Trees – Stake & Prune A       B
3. Shrubs                  A       B
4. Groundcover          A       B
5. Turf                     A       B
6. Annuals                A       B
7. Irrigation              A       B
8. Planter Maintenance (Please Itemize)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B
9. Water Management (Please Itemize)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B
10. Water Features (Please Itemize)  
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B   
     \_\_\_\_\_ A       B

#### Office Use Only!

Entry # \_\_\_\_\_  
 Category # \_\_\_\_\_  
 Project Name: \_\_\_\_\_

#### Judges Comments

1. \_\_\_\_\_  
    \_\_\_\_\_
2. \_\_\_\_\_  
    \_\_\_\_\_
3. \_\_\_\_\_  
    \_\_\_\_\_
4. \_\_\_\_\_  
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13. \_\_\_\_\_  
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14. \_\_\_\_\_  
    \_\_\_\_\_
15. \_\_\_\_\_  
    \_\_\_\_\_
16. \_\_\_\_\_  
    \_\_\_\_\_

## Step 7: About You

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1. Web URL: \_\_\_\_\_  
The URL / web address of your company's website.

2. Company Name: \_\_\_\_\_  
Exact name of the company (for use in press releases). Company must be CLCA member.

3. Project Name: \_\_\_\_\_  
Exact name of the project (for use in press releases).

4. Company Spokesperson: \_\_\_\_\_  
Exact name and title of company spokesperson to be quoted in press releases (e.g. Joe Bogus, Big Cheese or William Q. Schnetz clp, President).

5. Project Description: \_\_\_\_\_  
A 15 to 30 word description about what made the project special or an aspect that your company is especially proud of. This will be credited to the company spokesperson listed above.

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6. Company Description: \_\_\_\_\_  
A 50 to 150 word description of your company. (e.g. "Bogus Landscape of Brown's Valley has been providing quality landscape services for 105 years. Known for their exquisite landscape reconstructions of states' capitols, Bogus offers a range of residential and commercial installation and maintenance services.")

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### Office Use Only!

Entry # \_\_\_\_\_

Category # \_\_\_\_\_

Project Name: \_\_\_\_\_