



2018 AWARDS NOMINEE INSTRUCTION FORM

Eligibility

1. Any project in the State of NM completed between January 1, 2017 & August 15, 2018.
2. Project has NOT won a NAIOP EAGLE Award in the past.
3. Completed submittal project must be received by Friday, July 27, 2018 at (5:00 PM) to be considered by the nominating/vetting committee.

Rules for Submittal

1. Submit all your projects on a single USB Flash Drive with a Nomination Form for each project. Add company name to flash drive.
2. Each submittal must be in a PDF format & include 10 to 12, 600DPI minimum, and high resolution photos. Artist renderings are not acceptable.
3. Deliver or mail by July 27th to NAIOP NM/ 504 Camino Espanol NW/ Albuquerque NM 87107.
4. Call for questions or directions: 505.345.6976

What's next?

1. There will be a minimum of 3 & a maximum of 6 projects selected for each of the nine categories.
2. Should your project be selected as a finalist, you will be notified by August 10, 2018 (By Awards Committee Member)
3. Updated project information, if needed, will be requested at this time.
(*Example: Your High Resolution photographs will be used in the NAIOP Video Presentation.*)
4. All finalists will be featured in the NAIOP video presentation at the Awards of Excellence Ceremony on Friday, December 7, 2018 @ the Albuquerque Convention Center 11:00 AM.

Judging Criteria

1. Project overview & description: (50%)
 - Location and suitability for market.
 - How did layout, design and special features enhance overall market appeal?
 - How did these factors contribute to the project's value, design and usefulness?
2. Overcoming project challenges (25%):
 - Budget
 - Schedule
 - Construction
 - Environmental and regulatory issues.
3. Success of your project (25%)
 - In terms of leasing or selling.
 - Owner satisfaction.
 - Financial returns.
 - How did this project benefit the community?

Checklist

- ✓ **Project must be completed by August 15, 2018**
- ✓ 10 to 12 interior & exterior color, 600DPI minimum, high resolution photos (actual photos, no renderings)
- ✓ **One labeled** USB flash drive that contains ALL your projects, with 1 nomination form for each of your projects, plus a hard copy for each project.



NAIOP NOMINATION FORM

One nomination form per project

Return this page for each of your projects. With all your projects on one USB Flash Drive.

✓ Check category that best describes your project.

___ Office ___ Industrial ___ Retail ___ Community Civic/Public ___ Renovation/Remodel ___ Educational
 ___ Worship ___ Medical ___ Hospitality ___ Multi-family ___ Infrastructure _____ Other
(Projects may be re-categorized during the vetting process) Note: Each category will have at least 3 or a maximum of 6 projects.

Does your company wish to participate in the “vetting” process” (for project finalists)? No _____ Yes _____ If Yes:

Contact Name: _____

Contact Phone: _____ Contact Email: _____

PROJECT INFORMATION

Project name: _____ Sq. footage _____

NM County where project is located: _____

Please provide correct project name; the name provided will appear on the award video and on the award.

SUBMITTED BY & DATE

Project Name: _____

2nd Contact Person _____

Company: _____

Email: _____ 2nd contact email: _____

Phone: _____ 2nd contact phone: _____

Cell: _____ 2nd contact cell: _____

RECOGNIZE YOUR PROJECT TEAM MEMBERS (will be listed in the Awards Video)

Owner: _____ Architect: _____

Developer: _____ Landscape Architect: _____

General Contractor: _____ Legal Team: _____

Sub-Contractors: _____ Signage Contractor: _____

Construction Manager: _____ Broker: _____

Engineer: (type) _____ CPA Firm: _____

Engineer: (type) _____ Title Co: _____

Engineer: (type) _____ Financier: _____

Engineer: (type) _____ Planner/Project Entitlements: _____

Additional NAIOP Team Members _____

Who's accepting the Eagle Award or Award of Merit? Name & Phone #

For sponsorships opportunities & be part of this Award Winning Video Production or assistance,
 Contact the NAIOP office at 505.345.6976
 Or e-mail Rosie@naiopnm.org



**Project Overview, Project Description (Value 50%)
(One page)**

Start with 3 major bullet points.

NAIOP

COMMERCIAL REAL ESTATE
DEVELOPMENT ASSOCIATION

NEW MEXICO CHAPTER



Project Challenges (Value 25%)

(One page)

Start with 3 major bullet points.

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Successes (Value 25%) **(One page)**

Start with 3 major bullet points.

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