



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

IMPORTANT INSTRUCTIONS

Candidates wishing to participate for the FIABCI Prix d'Excellence Awards 2009 should send their application to the FIABCI Asia Pacific Regional Secretariat by **November 30 2008**:

Secretary for Prix d'Excellence Awards 2009

FIABCI Asia Pacific Regional Secretariat

Suite E-12-12, Wisma Sunrise, Plaza Mont' Kiara

No. 2, Jalan Kiara, Mont' Kiara

50480 Kuala Lumpur, Malaysia

Tel :+ 603 6203 9728/29

Fax : +603 6203 9727

Email : info@fiabci-asiapacific.com Website : www.fiabci-asiapacific.com

A. RULES AND CONDITIONS OF ENTRY

- 1 The Prix d'Excellence awards are open both to members and non-members of FIABCI.
- 2 The person submitting the project must be either the owner, developer or person with overall executive responsibility for the project, or alternatively a duly authorised professional acting on his/her behalf (architect, public relations company, etc.) Completion and submission of this entry form indicates the entrant's understanding and acceptance of this rule.
- 3 The Panel reserves the right not to confer an award in any given category if, in its opinion, no project submitted in that category fulfils the judging criteria to a sufficiently high standard.
- 4 The full submittal forms must be completed in English.
- 5 Materials and photographs sent to FIABCI will not be returned.
- 6 The project must have been completed and fully operational for at least 12 months before the deadline for receipt of Application Forms (ie, completion and occupation must occur by November 30 2007). If the project comprises several phases, at least 1 phase must be complete and operational before submitting for the Prix d'Excellence Awards.
- 7 There will be no reimbursement of expenses relating to the submission of a project.
- 8 All postal and customs charges for delivery of submissions must be paid by the candidates. To avoid potential difficulties, candidates are urged to consult with their shipping agent as



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

regards to the customs declarations in order to avoid generating supplementary customs duties and VAT.

- 9 FIABCI reserves the right to use the photos and extracts from the submissions of the winning projects for Prix d'Excellence Awards - related publicity and FIABCI promotional purposes in its own publications and within the media and the real estate industry. Photos and video footage from the submissions may be used in the final presentation and brochure.
- 10 The awards will be announced and presented during the annual FIABCI World congress. The winning projects will be notified prior to this time and the award winners must attend the Awards Ceremony to receive their award (although they are not required to attend the entire Congress). Candidates must sign a declaration that a company representative will be available to receive the award at the congress if they win. The committee reserves the right to withdrawn the awards, if the winners and finalists refused to attend the Awards Presentation Ceremony.
- 11 Press releases announcing the award winners will be distributed by FIABCI to local, national and international media, and will be featured in FIABCI Press, FIABCI Asia Pacific Newsletter, on www.fiabci.org and www.fiabci-asiapacific.com.
- 12 Winning projects **are refrain from circulating press releases concerning the results until AFTER the official announcement** has been made at the awards ceremony at the FIABCI World Congress 2009. (Transgression of this rule may lead to suspension or disqualification with recovery of costs)

B. INSTRUCTIONS FOR SUBMISSION

1 **Relevant Dates:**

- | | | |
|-----|--|--------------------|
| 1.1 | Full Submission to Asia Pacific Regional Secretariat | : 30 November 2008 |
| 1.2 | Distribution to Jury | : January 2009 |
| 1.3 | Oversight Panel Meeting | : March 2009 |
| 1.4 | Notification of winners | : April 2009 |
| 1.5 | Awards ceremony at the FIABCI World Congress | : May 2009 |

2 **Format of submission:**

It is important to note that the paragraph numbering must be maintained at all times – All addenda annexed to the submission should be cross-referenced to the relevant paragraphs of the Project Submission and vice versa.



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

3 **Language of submission:** English

4 **Financial Returns:**

Should actual figures not be available or if they are confidential, kindly give relative performances, i.e. percentage variances, better than--, worse than—etc. relative to markets or budget estimates. **Accurate detailed financial information is crucial for the judges to decide on the success of this entry.**

5 **Project Detail:**

Some of these questions can be answered in supporting plans, drawings or attachments. Kindly mark them clearly as such, and **indicate the cross reference on supporting attachments** by using the paragraph number on the questionnaire.

6 **Announcements:**

No prior announcements of winners will be made and there will be a **TOTAL PRESS EMBARGO** until after the Prix d'Excellence awards ceremony at the FIABCI World Congress.

7 **Entries:**

A company can enter as many projects as it chooses. The awards are made on the basis of the overall excellence of the development in regard to all aspects of its creation.

8 **Categories of Awards:**

- a. Environmental Category
- b. Heritage (Restoration) Category
- c. Hotel Category
- d. Industrial Category
- e. Master Plan Category
- f. Office Category
- g. Public Sector Category
- h. Residential Category
- i. Resort Category
- j. Retail Category
- k. Rural & Suburban Category
- l. Specialised Project Category
- m. Sustainable Project Category



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

9. CONTENTS OF SUBMISSION

(All submissions must include items a, b, c and d to be considered for the award)

a) **Number of copies:**

2 hard copies (A4 or A5 format) and 5 CDs (Word file/ JPEG)

(If video is enclosed, please submit in DVD format)

b) **Hard Copy : 2 hard copies of identical files only** (standard format ONLY such as A4, 8½"x11", including packaging, 10' x 12½')

Applications that do not respect the size specifications run the risk of elimination

Each file must include the following documents respecting the following order of inclusion:

Section 1: Application form (written report on the enclosed prescribed questionnaire).

You may reproduce the questionnaire in a personalised format as long as the questions, and their order, remain unchanged. Please answer as many questions as possible in a clear and concise manner, although marks will not be taken off for blank spaces). A text describing the project in 100 words in Word format is mandatory and will be included in the final brochure, should your project win.

Section 2: Official candidate details

2.1 Signed undertaking by the Candidate to attend the awards ceremony if a winner

2.2 Curriculum Vitae of Candidate

2.3 References (letters in support of the development)

2.4 If there is a FIABCI Chapter in your country, your project must have the endorsement from your chapter

Section 3: Maps showing exact location of development

At least one map/plan or drawing (in jpeg format) should be included; this will be included in the final brochure if your project wins.

Section 4: Plans & drawings giving complete overview of the main characteristics of the project

4.1 Plot plan showing land area and location of buildings (highlight actual area)

4.2 One standard floor plan

4.3 Elevations and sections, if relevant



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

Section 5: Original high-quality print photographs showing the following (these should be properly labelled with descriptions and indications of positions taken.)

- 5.1 At least one of the interior of project
- 5.2 At least one of the exterior of project
- 5.3 Any aerial photographs (if available & relevant)

c) Electronic format - Information must be provided using a Windows platform only. All sections must be saved in separate files, labelled accordingly and saved on to a CD. Section 1 to be provided in Word format. Section 2 must be provided in JPEG, PDF or Word format. All maps, drawings and photos should be provided in JPEG format where possible.

d) **A PC-compatible CD-ROM or DVD** should give a general presentation of your project and illustrate answers given to the questions in the submittal form.

10) Participant Fee

A contribution towards handling costs is required for each project:
Participation for FIABCI members is fixed at 800 Euros per individual project.
Participation for non-FIABCI members is fixed at 1000 Euros per individual project.

11) Method of Payment

I agree to pay by bank transfer and enclose a copy of the transfer order with this submission:

NB : Bank charges must be made net of charges to the beneficiary.

Bank	Alliance Bank Malaysia Bhd
A/C Name	FIABCI, Asia Pacific
A/C No	14194-001-003661-5
Swift Code	MFBBMYKL
Address	Block A-0G-02, Plaza Mont' Kiara No 2 Jalan Kiara, Mont' Kiara 50480 Kuala Lumpur, Malaysia
Tel	603 6203 1543

**NB: APPLICATIONS MUST CONTAIN ALL OF THE ABOVE TO BE ELIGIBLE FOR JUDGING –
PLEASE ENSURE THIS BEFORE SHIPMENT.**



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

PROJECT SUBMISSION

PROJECT NAME: _____

CATEGORY ENTERED: _____

Full Address: _____

Details of Contact Person for Submission Questions:

Company Name: _____

Contact Name: _____ Designation: _____

Company Address: _____

Tel: _____ Fax: _____

Email: _____

Contact Details of Original Developers:

Company Name: _____

Contact Name: _____ Designation: _____

Company Address: _____

Tel: _____ Fax: _____

Email: _____



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

Contact Details of Current Owner:

Company Name: _____

Contact Name: _____ Designation: _____

Company Address: _____

Tel: _____ Fax: _____

Email: _____

Authorisation of Current Owner or Developer to Submit the Project for FIABCI Prix d'Excellence Awards 2009:

Company Name: _____

Contact Name: _____ Designation: _____

Company Address: _____

Tel: _____ Fax: _____

Email: _____

Signature: _____ Date: _____



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

SECTION 1: GENERAL DESCRIPTION OF PROJECT

Please give a global idea of the project, including information on the following aspects where applicable :

- a. What is the main use and function of the project? (residential, retail etc....)
- b. What type of project is it? (new development or renovation, single building or group of units, heritage building etc...)
- c. What are the total number of phases in the project? How many phases are complete and included in this submission?
- d. What is the development period? Please indicate the dates of commencement, planned completion and actual completion.
- e. Where is the project situated? (geographical location and relation to town, region, country etc..)
- f. What was the general objective of the developer as regards the concept of the project and its target market? Please comment on the origin of the project idea and the motivation for its implementation.
- g. What were the key reasons for the success of development?
- h. Why, in your opinion does this project merit the Prix d'Excellence?



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

SECTION 2: ARCHITECTURE AND DESIGN

Please comment on the following aspects as applicable.

As indicated in the instruction sheet, please include in your submission the layout plan, the building plans, interior and exterior photos etc.

- a. Town planning (e.g. what kind of town planning solution was retained, how the new development was integrated into the surrounding area, what constraints had to be considered)
- b. Refurbishment/renovation if applicable (national heritage building or refit)
- c. External design (architectural theme...)
- d. Interior design
- e. Landscaping
- f. Amenities
- g. Land use
- h. Safety features



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

SECTION 3: DEVELOPMENT & CONSTRUCTION

Please indicate the technical details of your project :

- a. Total site area, gross building area and net useful area in m²
- b. Number of floors above ground, below ground
- c. Number of parking lots

Please comment on the innovative and unique aspects of your development as regards the following points, including information on any specific challenges that were met and overcome :

- d. Technological innovation
- e. Facilities management
- f. Construction methods/materials.
- g. Technical expertise
- h. Project management



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

SECTION 4: COMMUNITY BENEFITS AND ENVIRONMENTAL IMPACT

Please comment on the above aspects including references to :

- a. Integration into surroundings
- b. Access to development (vehicular, pedestrian, public transport, parking)
- c. Environmentally-friendly policies implemented
- d. Environmental challenges that faced the development and how they were met
- e. Benefits to the community as a result of the development



FIABCI PRIX D'EXCELLENCE AWARDS 2009 APPLICATION FORM

SECTION 5: FINANCIALS & MARKETING

Please include answers to the following questions where applicable:

- a. **Gross development costs** (estimated budget, actual cost at completion, final cost/m² in USD if applicable)
- b. **Financing strategies** both before and after completion (own investment, shareholders, short-term or long-term bank loans, pre-selling, other).
- c. **Return on investment** (average rental income in USD/year, average yield as a function of yearly rental income and gross development cost, % sales profit on development cost)
- d. **Occupancy** (percentage of development rented/sold before construction, at end of construction, on the opening day and a year after completion. What is the average vacancy rate?)
- e. **Marketing** strategy elements (research, action plan, implementation and results)
- f. **Management** strategy elements post construction.

Thank you for your submission. We wish you every success in this year's awards programme.