



2021 Mississauga
Urban Design Awards

SUBMISSION PACKAGE





2021 MISSISSAUGA URBAN DESIGN AWARDS

SUBMISSION REQUIREMENTS

To enter a project for consideration in the **2021 Mississauga Urban Design Awards**:

1. Review the Submission Package information listed below
 2. Complete and submit the Official Submission Form, Submission Letter, Authorization Letter, photo credits and consents
 3. Use the Submission Checklist to ensure your package is complete
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Eligibility

- The award competition is open to architects, urban designers, planners, landscape architects, heritage architects, professional artists, engineers, developers, contractors, consultants, owners and the general public
- All projects must be located within the City of Mississauga
- All projects must be fully completed at the time of submission
- Interior design projects and previously submitted entries are not eligible for this program

Submission Form

Complete, sign and submit the Official Submission Form, which is attached to this submission package below

Submission Letter

A letter from the Entrant must be submitted that includes:

- The project name and address
- The project's applicable Award Category. The Award Categories are available online at the Mississauga Urban Design Awards [website](#)
- The list of project team members, including full names, titles and addresses (i.e. Owner/Architect/Urban Designer Landscape Architect, Heritage Architect, Professional Artist, ... etc.)
- A brief description (maximum of 150 words) outlines the project's urban design merits and its contribution to the City's design objectives in reference to the Judging Criteria. The Judging Criteria is available online at the Mississauga Urban Design Awards [website](#)



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Project Team Information

The project team members are the individuals who actively worked on one or more phases of the project (i.e. Architect/Urban Designer, Landscape Architect, Planner, Heritage Planner, Professional Artist). Please fill down the project team information, included in the Official Submission Form, and ensure to use proper titles and company identification (i.e. Co. / Company, Ltd. / Limited, Inc.)

Please note that providing accurate and complete project credits is the full responsibility of the applicant. The credits submitted will be those which appear on potential award certificates and all other printed/published material

Photos

- Select a minimum of 5 exterior photos that illustrate the project significance, function, aesthetics, innovation, context and execution
- Photos must be submitted in a digital format with high-quality resolution (minimum 300 dpi)
- Images will become the property of the City of Mississauga

Photo Credits

Complete, sign and submit the **Photo Credits** form, which is attached to this submission package, for each submitted image

Photo Consent

The '**Consent to Audio Record, Videotape and Photograph**' form must be signed and submitted by Entrants as part of the complete Submission Package. The Consent Form is available in this submission package below

Jury Day

Provided it is feasible and safe to do so, the Mississauga Urban Design Awards Jury Members will visit all submitted project sites in June 2021



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Authorization Letter

Entrants must submit a **Letter of Authorization** from the property owner of the project that gives the Jury Members access to the property (exterior only) during the Jury Day for judging purposes

Deadline

Call for submissions opens Monday, November 2, 2020

Deadline to enter submissions: Friday, April 30, 2021

Submission Methods

Entrants must submit [here](#) the complete submission package in digital format. Please use the Checklist provided below to ensure that your submission package is complete.

More Information

For more information, please visit the Mississauga Urban Design Awards [website](#) or send an email to urban.design@mississauga.ca



2021 MISSISSAUGA URBAN DESIGN AWARDS OFFICIAL SUBMISSION FORM

PROJECT INFORMATION

Category	Date Project Completed (yyyy-mm-dd)
<input type="text"/>	<input type="text"/>
Project Name	Project Address
<input type="text"/>	<input type="text"/>

PROJECT TEAM INFORMATION

Project Owner / Developer	Project Team - 1	Project Team - 2
<input type="text"/>	<input type="text"/>	<input type="text"/>
Name	Name	Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	Address	Address
<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone	Telephone	Telephone
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	Email	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>
Website	Website	Website
<input type="text"/>	<input type="text"/>	<input type="text"/>

APPLICANT INFORMATION

Applicant Name (First, Last)	Telephone Number	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>
Applicant Address		Website
<input type="text"/>		<input type="text"/>
Applicant Signature	Date (yyyy-mm-dd)	



2021 MISSISSAUGA URBAN DESIGN AWARDS PHOTO CREDIT

PROJECT INFORMATION

Category:

Date Project Completed (yyyy-mm-dd):

Project Name:

Project Address:

PHOTO CREDIT

Image #	Photographer Name (First, Last)	Short Image Description
1 Main Image		
2		
3		
4		
5		

Applicant Name (First, Last):

Applicant Signature:

Date (yyyy-mm-dd):

Consent to Audio Record, Videotape, and Photograph

City of Mississauga
Communications Division
300 City Centre Drive
Mississauga, Ontario L5B 3C1
Phone: 905-615-3200, ext. 5045
FAX: 905-615-3078
www.mississauga.ca



Personal information on this form is collected under the authority of Section 11 of the Municipal Act, 2001. It will be used by the City of Mississauga to administer individual consent for photography, video and/or audio recordings. Questions about the collection of this personal information should be directed to: Manager, City Marketing and Planning, Corporate Services Department, 300 City Centre Drive, Mississauga, ON L5B 3C1, Telephone 905-615-3200, ext. 5045.

1. I, _____
Print name of the person being photographed, video taped or recorded
of _____
Street address
in the _____ at _____
City, Province, & Postal Code Telephone Number

give my consent and authorize the Corporation of the City of Mississauga (the "City") to do the following:
(Please check all the boxes that apply)

- ☐ use my name;
☐ take photographs (digital or hard copy), portraits or pictures (collectively called "Images") of me or in which I am included;
and/or,
☐ make audio recordings, video images or mp3 files (collectively called "Recordings") of me or in which I am included

and use them for the following purposes:

- preparing and publishing advertising and publicity materials on behalf of the City;
- City marketing and promotional programs and campaigns; and
- re-using and re-publishing any Images and/or Recordings of me in any medium.

2. I hereby agree to release and forever discharge, the City, its respective officers, elected officials, employees, representatives, successors and permitted assigns from all liability, whether direct or indirect, and hereby waive all claims, demands, expenses, actions and causes of action which may arise from the publication, reproduction, distribution, modification, collection, disclosure or any other use of the Images and/or Recordings authorized to be collected pursuant to or on this form.
3. I agree to and accept the possibility of flaws, distortions and inaccuracies in the reproduction and/or alteration of the Images or Recordings of me, for whatever reason. I understand and agree that the City has no control over third parties' misuse of the Images and/or Recordings displayed or showcased on the City's website and other publications.
4. I agree that the City may use my name, Images and/or Recordings of me without any payment or compensation to me of any kind.
5. This consent and release form will be governed by the laws of the Province of Ontario.

Consent for Adults Please complete this section if you are at least 18 years old.

I am 18 years old or more and have read, understand and voluntarily accept these terms and conditions.

Signature

Date

Consent for Minors Please complete this section if you are consenting for a minor under 18 years old and you are that minor's parent or legal guardian.

I am the parent or legally appointed guardian of the person named at the beginning of this form who is under the age of 18 years old and I have the legal authority to represent and bind that person. I have read this form and understand and voluntarily agree to be bound by its contents.

Signature of Parent or Legal Guardian

Name of Parent/Legal Guardian (Please Print)

Date

Street Address

City and Postal Code

Telephone Number



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SUBMISSION CHECKLIST

Please check the boxes to ensure your submission package is complete

- ☐ 1. Submission Letter
- ☐ 2. Official Submission Form *(attached to the Submission Package)*
- ☐ 3. Project Team Information *(included in the Official Submission Form)*
- ☐ 4. Minimum five (5) exterior photos for the project
- ☐ 5. Photo credit Form *(attached to the Submission Package)*
- ☐ 6. Authorization Letter from the project owner / Developer
- ☐ 7. Consent to Audio Record, Videotape and Photograph Form
(attached to the Submission Package)