

2017 NEWCASTLE ARCHITECTURE AWARDS

KEY DATES FOR JURY MEMBERS

Newcastle Awards close	Mon 23 Jan	For information only
Project visits Detailed schedules to be arranged immediately following project selection. Jurors are advised to ensure they are available all week until specific timetables are allocated.	During week: 6-10 Feb	Jurors must be available for site visits over three judging days from 8.30am-5.30pm. Please ensure you are available for the full week until detailed schedules are provided, and raise any personal circumstances or requirements asap to the Awards manager so these can be accommodated.
Newcastle Awards Presentation night	TBC Likely during week: 6-10 March	Attendance expected.

2017 NSW ARCHITECTURE AWARDS

KEY DATES FOR JURY MEMBERS

Jury briefing	Mon 13 Feb	Meeting at the Institute. Expected duration 1-1.5hrs.
NSW Awards close	Weds 22 Feb	For information only
Access to online judging system provided	Fri 24 Feb	For information only
Presentation to juries Final schedule to be announced. Jurors should be available for both days.	Fri 17 + Sat 18 March	Venue TBD. Presentations expected to require 1 full day or 2 half days.
Selection of projects to visit due To be sent to Awards Manager	Tues 21 March	Deadline only

<p>Project visits Detailed schedules to be arranged immediately following project selection. Jurors should ensure they are available all week.</p>	<p>During week: 3-7 April <i>*note this is just before Easter school holidays</i></p>	<p>Visits may require as little as 2-3 days or more, however the time and date of visits is dependent on the projects shortlisted. Please ensure you are available for the full week wherever possible, and raise any personal circumstances or requirements asap to the Awards manager so these can be accommodated.</p>
<p>Winner selections due To be sent to Awards Manager</p>	<p>Weds 19 April <i>*note this is during Easter school holidays</i></p>	<p>Deadline only.</p>
<p>Jury Chair Meeting To select other award and prize winners (Blacket Prize, Sustainable Architecture category, Colorbond Award for Steel Architecture)</p>	<p>Weds 26 April <i>*suggested date – flexibility possible depending on availability</i></p>	<p>Meeting at the Institute. Expected duration 3-4 hours.</p>
<p>Jury citations due To be sent to Awards Manager on or before this date.</p>	<p>Fri 12 May</p>	<p>Deadline only</p>
<p>Deadline for submission of expense claims Please keep all <u>tax invoice</u> receipts relating to expenses for jury duty</p>	<p>Mon 30 May</p>	<p>Deadline only</p>
<p>NSW Awards Presentation night Jury chairs or nominated jury members have duties to sign and present awards on the night.</p>	<p>Sat 1 July</p>	<p>Attendance expected with roles for jury chairs or nominated jury members.</p>