



# ENTRY FORM

All entries must be registered online by February 3, 2017.

The first entrant listed is the contact on team entries. That person receives the judge’s critique and notification if you win an award and is responsible for notifying teammates.

### Contact Information

Name of Lead Entrant \_\_\_\_\_ ACE member Yes No

University/Organization \_\_\_\_\_

Address (If P.O. Box, include street address) \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_

For team entries, list team members. Check yes or no if ACE member or not.

_____	Yes ___ No ___
_____	Yes ___ No ___
_____	Yes ___ No ___
_____	Yes ___ No ___
_____	Yes ___ No ___
_____	Yes ___ No ___
_____	Yes ___ No ___

### Project Information

Project Name (10 words maximum) \_\_\_\_\_

Category \_\_\_\_\_ Class \_\_\_\_\_

URL of entry \_\_\_\_\_

**You will also need to link the URL again when uploading your entry in Submittable.**

URL is requested so ACE can link to winning entries to share with others.

In a separate document (two pages maximum), include the following, supplemental information. In addition, carefully read the class criteria, some require more info.

- Purpose (goals, objectives, need)
- Audience (type and size of target audience)
- Marketing/promotion (describe important elements)
- Role of each entrant for the project
- Extent to which project met goals and objectives (if that information is available)
- How diversity was incorporated into your entry. Since it’s not always possible to include diversity in each project, if diversity was not incorporated, explain its absence. In an effort to determine how well C&A entries are inclusive of all readers, we ask judges to consider: Does this project’s creative concept show consideration for inclusion of all members of a potentially diverse audience (people of various races, genders, socioeconomic classes and other points of human diversity)?
- Other information (production costs, special circumstances faced during production and any other details the judge should consider while evaluating your entry).

**Award Notification**

After judging, you will receive an email with a link to your critique and to let you know whether you won an award. If you win an award, the ACE president-elect will send a notification letter to one administrator at your institution/organization. If you would like ACE to notify an administrator, please complete the following.

Administrator's name \_\_\_\_\_

Title \_\_\_\_\_

Institution/organization \_\_\_\_\_

Email Address \_\_\_\_\_

**Entry Fees and Payment**

\_\_\_\_\_ \$40 for each ACE member individual entry. Dues must be paid for 2016.

\_\_\_\_\_ \$130 for each non\_ACE member individual entry

\_\_\_\_\_ \$65 per entry for teams with half or more ACE members

\_\_\_\_\_ \$170 per entry for teams with less than half ACE members

\_\_\_\_\_ **Fee for this Entry**

**Payment Method**

\_\_\_\_\_ Credit card – completed on the Submittable website as part of the C&A entry process. You must pay separately for each entry in Submittable.

If you have questions, contact Holly Young at (855) 657\_9544 or [ace.info@unh.edu](mailto:ace.info@unh.edu).