



Commercial/Office Building Project of the Year

Application Form

This award recognises an outstanding commercial or office building project demonstrating excellence in design, functionality, sustainability and innovation.

Submit a document of up to 10 pages and 2,500 words, addressing the criteria below.

Please note your application should be no more than 10 pages (5 double sided sheets) and a maximum of 2500 words. Applications should be emailed to info@irishbuildinganddesignawards.com Or uploaded to the following link - [Commercial / Office Project of the Year Application.](#)

Summary	In no more than 250 words, explain why your company or project deserves to win.
Project Outline	Describe the project, including its value, timeline, scale and delivery model. (Design-build, PPP, modular)?
Innovation in Planning and Layout	Highlight creative planning, spatial design or digital tools that improved the project.
Design Features	Outline the standout design features and how the project responds to its setting, accessibility and inclusivity.
Innovative Use of Materials and Equipment	Describe any innovative materials, equipment or circular-economy methods used.
Health, Safety & Fire Safety Compliance	Explain the measures taken to protect health and safety and meet or exceed fire-safety requirements.
Sustainability	Outline the project's sustainability approach, including energy efficiency, renewable energy and emissions reduction.
Impact on the Community	Explain how the completed project benefits those who live, work or spend time in the local area.
Supporting Statements & Testimonials	Include relevant testimonials, client endorsements, case studies, photographs, charts or other evidence supporting your entry.

Scoring (100 Points Total)

- Summary: 5
- Project Outline: 10
- Innovation in Planning & Layout: 15
- Design Features: 15
- Innovative Use of Materials & Equipment: 20
- Health, Safety & Fire Safety Compliance: 10
- Sustainability: 10
- Impact on Community: 10
- Supporting Statements & Testimonials: 5

Essential tips for a successful entry

- A successful application **must** address all the points above.
- Projects **must** have been completed within the last **18 months**
- Marks will be allocated only on the evidence you provide.
- Don't underestimate the power of presentation! You can use bullet points, charts, photographs,
- Remember your document should be no more than 2500 words.
- **Do not** include company marketing brochures in your entry.