

# ENTRY GUIDELINES

## WHO IS ELIGIBLE?

Entries may be submitted by any inhouse design department, team or individual actively involved in the creation or production of the work.

## WHAT IS ELIGIBLE?

Entries must have been created between January 1, 2015, and April 1, 2016.

## HOW TO ENTER:

### OPTION 1 ENTER ONLINE

Go to [www.gdusa.com/aida2016](http://www.gdusa.com/aida2016) to download an entry form. Fill out one entry form for each entry you are submitting. Create a folder including all completed entry forms and one or more digital images per entry. Please zip the file and name it with your company name. Upload the zipped file on our site.

### OPTION 2 MAIL IN YOUR ENTRY

Please send the actual printed piece, unmounted but well protected. We cannot return entry materials. Do not send original artwork or any work in low supply.

All entries should be accompanied by a single high-resolution digital file. Digital files should be submitted on a CD. Multiple entries from one company can all go on the same CD.

### ACCEPTABLE DIGITAL FILE FORMATS:

300 dpi Photoshop TIFF or JPEG, minimum size 5" x 5"

Adobe Illustrator file with outlines created around the type

WE DO NOT ACCEPT QUARK, INDESIGN OR ADOBE PDFS. PLEASE CONVERT THESE FILE TYPES TO PHOTOSHOP TIFFS.

For entries in the categories of Internet Design and Multimedia + Interactive Design, please supply a screen capture on a CD and a high-quality laser printout of the entry. For entries in the category of Logos + Symbols, please supply a high-resolution digital file of the entry on a CD and a high-quality laser printout. Oversized entries larger than 11" x 14" or three-dimensional entries, should be submitted as a high-resolution digital file on CD accompanied by a high-quality laser printout.

### ENTRY FORM PREPARATION

Fill in two entry forms for each of your submissions. Attach one copy of the entry form to the back of the actual piece and include the other copy with your payment. If you are submitting the same piece in more than one category, please include a separate entry form for each category. Please fill out each entry form as clearly as possible. If you are submitting more than one entry, you only need to fill in payment information on the first form.

### CATEGORIES

1. Annual Reports
2. Announcements + Invitations
3. Advertising
4. Books
5. Broadcast Design
6. Brochures + Collateral
7. Calendars
8. Catalogs
9. Corporate Identity Programs
10. Direct Mail + Direct Response
11. Environmental Graphics
12. Infographics
13. Internet/Intranet Design
14. Letterhead + Stationery
15. Logos + Symbols
16. Multimedia + Interactive
17. Newsletters
18. Packaging
19. P-O-P, Displays + Signs
20. Posters
21. Presentations
22. Publications
23. Public Service + Pro Bono Projects
24. Sales Promotion/Sales Kits
25. Surface Graphics
26. Sustainability Reports + CSR

### ENTRY FEES

1 Entry	\$75
2 Entries	\$120
3 Entries	\$150
4-6 Entries	\$180
7-10 Entries	\$210
11-15 Entries	\$240
16-20 Entries	\$275
20+ Entries	\$300

Multiple entries considered to be part of a series or campaign may be counted as one entry. You may include up to 5 pieces in a series. Please indicate on the back of each member in the series that it is part of a larger group (e.g. 1 of 5, 2 of 5, etc.) and place them in an envelope. Tape the entry form to the back of the envelope.

### MAIL ENTRIES TO:

Graphic Design USA  
89 Fifth Avenue, Suite 901  
New York, NY 10003  
Attention: Awards Department

\* It is not necessary to mail in your entries if you submit them online.

### QUESTIONS

TEL: 212.696.4380  
FAX: 212.696.4564  
EMAIL: [awards@gdusa.com](mailto:awards@gdusa.com)

# AMERICAN INHOUSE DESIGN AWARDS

## ENTRY FORM

### CONTACT INFORMATION

submitter's name

company/department name

address

city

state

zip

phone

fax

email

I am enclosing a check for \$ \_\_\_\_\_ for a total of \_\_\_\_\_ entries payable to Graphic Design USA.

Please charge my credit card \$ \_\_\_\_\_ for \_\_\_\_\_ entries.

VISA    MasterCard    American Express

credit card number

exp. date

card verification

promotional code

### CREATIVE CREDITS

category number

company name

city and state

client

title of entry

art director

designer

illustrator

photographer

other (please specify)

### SPONSORED BY



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