

ACECNJ uses and abides by all requirements listed in the ‘[Call for Entries](#)’ for submissions into the New Jersey Engineering Excellence Awards competition with the minor exceptions listed below.

1. Deadline Dates and Entry Fees differ from the National competition. Please refer to the ‘[ACECNJ Entry Requirements Summary](#)’ for details.
2. 1<sup>st</sup> round of submissions will be submitted electronically to [gabrielle@northstarstrategiesllc.com](mailto:gabrielle@northstarstrategiesllc.com)
3. Complete Contents of Binder: **ONLY 1 OFFICAL BINDER IS TO BE SUBMITTED CONTAINING THE FOLLOWING AND EACH PAGE MUST BE IN INDIVIDUAL SHEET PROTECTORS, 1 PAGE PER SHEET PROTECTOR**
  - a. Official Entry Form (*see page 8 of the ‘Call for Entries’*)
  - b. Client Endorsement/Release Letter from Owner to ACECNJ
  - c. Executive Summary (*as described on page 6 of the ‘Call for Entries’*)
  - d. Project Description (*as described on page 6 of the ‘Call for Entries’*)
  - e. Entry panel and 5 other project images (*as described on page 6 of the ‘Call for Entries’*)
  - f. Entry Fee (see ‘ACECNJ Entry Requirements Summary’)
  - g. 6 USB Flash Drives of complete submission (*as described below*)
  - h. Official graphic in jpeg format and a shortened summary (100 words) that must be emailed to [gabrielle@northstarstrategiesllc.com](mailto:gabrielle@northstarstrategiesllc.com) **IN A WORD DOCUMENT FORMAT** by 11/17/23. NOTE: shortened summary and graphic will be used in the EEA Banquet Journal.
4. ACECNJ does not require a Media List, Press Release or Supplementary Report
5. Full-size display panel must be on either a gator board or foam core
6. ACECNJ will accept USB flash drives. Must include the following:
  - a. Official Entry Form
  - b. Endorsement/Release Letter from Owner
  - c. Executive Summary
  - d. Project Description
  - e. Key Participants
  - f. 6 Photos/Graphics **\*\*PHOTOS MUST BE IN A JPEG FORMAT, NO PDFS\*\***
  - g. Display Panel
  - h. Shortened Summary (100 words) in a word document format