



Commonwealth Bank



2023

MASTER BUILDERS COMMONWEALTH BANK EXCELLENCE IN CONSTRUCTION AWARDS



Image: Multiplex Constructions

Master Builders-Commonwealth Bank Excellence in Construction Awards showcase the first-class workmanship and construction excellence for which the Western Australia building industry has become renowned for. The resources used, the people employed and the overall stimulus to the economy that many of these projects provide, is invaluable to WA. These Awards are recognised by consultants, government and our industry as the hallmark annual event for the commercial, industrial and civil engineering sectors.

AWARD ENTRY BOOKLET



Image: PACT Construction



Image: Q Design + Construct

ABOUT THE AWARDS

Master Builders' Awards showcases and rewards members for demonstrating exceptional craftsmanship, commitment to building excellence and upholding the highest professional standard, through the following:

- Recognise the quality work achieved by your staff and contractors
- Have your standard of construction independently and impartially assessed
- Demonstrate your commitment to excellence to existing and prospective clients
- Have your winning work promoted in independent press and industry media
- Promote your success through the use of the Award winner logo on your promotions and website
- Be featured in the results on the popular mbawa.com website
- Celebrate with your team at a gala presentation dinner

IMPORTANT DATES

ENTRIES OPEN
NOW

ENTRIES CLOSE
Wednesday 22 March 2023

APPROX. ONSITE JUDGING
May

AWARDS PRESENTATION
Saturday, 15 July 2023

ENTRY FEES

All prices are inclusive of GST and are open to members only, unless otherwise stated.

Award Entry Fees

First Entry	\$990
Additional Entry	\$670
Specialist Entry	\$670
Safety Entry	\$1800
Project Photography	\$470 per project

Subcontractor Award Entry Fees

Entry Fee	\$200
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[CLICK HERE TO ACCESS THE ONLINE ENTRY PORTAL](#)

CONTACT MBA

If you have any questions please contact MBA Events

Email: events@mbawa.com
Phone: 08 9476 9800

ENTRY REQUIREMENTS

REQUIREMENTS FOR ALL ENTRIES

- A 60-100 word synopsis about the project. This will be used for all editorials
- Current map with exact location of the project indicated
- List of subcontractors engaged on the project ([use excel template found here](#))
- Any supporting documentation i.e. additional plans, references, safety statistics etc.
- Copy of contract and final statement including all variations to confirm price
- High resolution photographs as per the below requirements
- Client declaration form outlining and confirming the requirements of the project (see the end of this kit for Client Declaration Form)
- A detailed description of the project that addresses the judging criteria and assists the judges in assessing relative merits of each project. This document should be concise. We recommend including information technical aspects to the project, safety requirements and how they were met/exceeded.

PROJECT PHOTOGRAPH REQUIREMENTS

Master Builders provides two (2) options of submitting quality high resolution photographs of the project. Should you require our photography service, please tick the 'photography' box in your entry. You will be required to pay for this when you check out with your award entries.

Option 1: Engage a Master Builders photographer

Master Builders can provide a professional photography service to entrants. Should you require this service, please tick the box in the entry portal and we will coordinate photography to take place during your allocated judging time slot. You will not need to lift a finger!

Option 2: Supply your own high resolution photographs

Minimum Requirement with your entry:

- Photos must be of high resolution (at least 300dpi) in JPEG or PNG format
- Four (4) internal photos showcasing aspects of the completed project
- Four (4) external photos showcasing the completed project

Where possible, in addition to the 8 photographs mentioned above, we recommend providing photos of the project during construction.

For Specialist Categories such as Builders of the Year, please provide a team photo and a company logo. For Site, Construction and Project Managers entries we suggest an image of the entrant and/or company logo.

JUDGING INFORMATION

- If your projects has any inductions, security checks or other procedures in order for the judges to access the project, please note this in your submission. (Entrant details / Important notes for entry)
- It is important that the builder and/or client are on-site for the inspection to answer any questions

JUDGING CRITERIA

QUALITY OF CONSTRUCTION

- Structure
- External finishes
- Services
- Internal finishes
- Civil works
- Degree of difficulty
- Problem solving
- Overcoming constraints of the site

PROJECT MANAGEMENT

- Time performance
- Client relationship
- Subcontractor management
- Degree of difficulty
- Client satisfaction

VALUE FOR MONEY

- Method of contracting
- Cost of construction per Gross Floor Area and Net Lettable Area or Net Saleable Area
- Finalisation of contract

INNOVATION

- Construction methodology
- How did the contractor innovate throughout construction?
- What were the benefits of this innovation to the project's deliverables (time, cost, quality, HSEQ outcomes, environmental outcomes)
- Installation procedures

SITE MANAGEMENT

- Safety
- Industrial relations
- Site organisation
- Environmental management – including statistics of environmental performance

MAJOR CATEGORIES

Winners from across all categories compete for the overall Major Awards. These are not categories you can nominate from as the best overall scoring homes from all entries received automatically become finalists for these awards.

TOP WA PROJECT (non-entered)

Recognises the best overall project entered from all categories. Finalists will be selected by the judges from the best entrants. The Best Regional Project is also considered for this award.

BEST REGIONAL PROJECT (non-entered)

Finalists will be selected from the winners of the Best Commercial Project at the regional Building Excellence Awards in the KimberleyPilbara, South West, Great Southern, Goldfields Esperance and the Geraldton Midwest regions.



Image: BGC Construction

Images: Multiplex Constructions

CONSTRUCTION CATEGORIES

The following price sub-categories are available under each construction category:

Under \$1.5 million	\$10 to \$20 million	Over \$100 million
\$1.5 to \$5 million	\$20 to \$50 million	
\$5 to \$10 million	\$50 to \$100 million	

Best Historic Restoration or Renovation

Restoration or renovation of, or addition to, a building that is listed on the State Register of Heritage Places, located within a heritage precinct or has demonstrated cultural or architectural significance.

Best Refurbishment or Renovation

Refurbishment or renovation of, or addition to, any building that is not deemed to be historic.

Best Public Use Building

Buildings used for the purposes of public recreation and entertainment classified as Class 9b buildings by the Building Code of Australia. This includes aquatic centers, cinemas, gymnasiums, sports arenas, theatres and art galleries.

Best Education Building

All buildings designed for the purposes of education. This includes schools, universities, colleges and early learning/child care centres.

Best Office Building

Office buildings utilised for commercial or professional purposes, specifically those classified as Class 5 in the Building Code of Australia in the National Construction Code (NCC).

Best Retail Building

Buildings utilised for the sale of goods by retail or the supply of services direct to the public. This includes but is not limited to retail shopping centres, restaurants and cafes, however, specifically those classified as Class 6 in the Building Code of Australia in the National Construction Code (NCC).

Best Industrial Building

Buildings constructed for the primary purpose of an industry such as manufacturing, agriculture and warehousing, specifically those recognised as Class 7/8 by the Building Code of Australia.

CONSTRUCTION CATEGORIES

Best Civil Engineering Works

Roads, railways, bridges, tunnels, car parks and utility infrastructure. This category also includes residential or commercial subdivisions i.e. roads, retainings, streetscaping and other infrastructure.

Best Building Fit-Out

Internal works only of a new or existing building.

Best State Government Building

New buildings commissioned by any State Government Department within 100kms of the Perth GPO.

Best Health Care Building

Health care buildings (hospital) as classified in the Building Code of Australia as Class 9a or 9c. The total value of the development must exceed \$1 million.

Best Aged Care Building

Aged care building (low or high care facility) as classified in the Building Code of Australia as Class 9a or 9c. The total value of the development must exceed \$1 million.

Best Seniors/Aged Person Multi-Unit Development

Purpose-built owner-occupied dwellings including townhouses, apartments/units, and retirement villages classified as Class 1, 2 or 3 by the Building Code of Australia. Class 9a or 9c buildings are ineligible. Entries can include single and multi-story developments.

Best Multi-Unit Development

Developments including hotel, disabled or student accommodation defined as Class 3 buildings by the Building Code of Australia, or residential apartments as defined by Class 2 by the BCA. Does not include housing for seniors.

Lifestyle Homes for Seniors

Must be Class 1 or 2 owner occupied and does not include Nursing Homes and Aged Care Facilities.

Best Resource Construction Project

Any construction project built for a mining or resource development company and located on or within 50 kilometers of a mining site.

SPECIALIST CATEGORIES

Awards which recognise a specialised factor of construction. A project must first be entered into a Construction Category to be eligible to be nominated for a Specialist Category.

Best New Builder Award

The Best New Builder Award will be presented to a commercial builder who has been registered for five (5) years or less in WA and for five (5) years or less nationally (however must have been trading for a minimum of 2 years). The builder must not have owned a building company previously. A builder is not eligible to enter this Award if they have previously entered this category. The entrants must display qualities befitting a 'Master Builder' in their nominated project/s including:

- Quality of workmanship
- Attention to detail
- Pride in the Job
- Excellent safety standards
- Innovative building techniques
- Project management (cost, quality, time, etc.)

Peter Hunt Memorial Architects Award

Entrants should nominate the three (3) best architectural firms they have dealt with over the last 12 months when submitting a project. Builders are not limited to only nominating the architects involved with the project/s they are nominating for. Nominations should be based on:

- Professional standards
- Quality of documentation
- Dealing with issues fairly and expeditiously
- Communication
- General administration of contracts

Construction on a Challenging Site

Recognises quality of workmanship and finishing of surfaces including construction joints and difficulty of area/site.

Excellence in Waste Management

Entrants should demonstrate that they have successfully diverted waste from landfill during a construction project. Builders should identify how they have avoided, reduced and reused waste during the planning and construction processes and the outcomes achieved. Judges will also consider measures put in place to control wastes escaping the site (e.g. sediment control).

SPECIALIST CATEGORIES

Excellence in Energy Efficiency

Entries into this category should demonstrate the below criteria. Please address the below criteria as part of your entry's written submission.

- How was the building designed for climate and with energy efficiency as a primary consideration?
- What steps have been taken to ensure the building operates/performs at the energy efficiency design intent and what was the role of each responsible party?
- Were cost-effective and practical energy efficiency design elements/systems incorporated into the building? If so, how?
- What innovative energy efficiency features have been incorporated into the building and how might these lead by setting an example to the industry?
- How were all parties in the building process (consultants, builder, sub-contractor, client etc) supported in delivering energy efficiency outcomes?
- During the construction of the project, were energy efficient products sourced from locally manufactured products and materials?
- Does the builder incorporate sustainable practices into the operation/administration of their business specifically, how has energy efficiency been incorporated into day-to-day operations?

Excellence in Concrete Construction

Buildings utilised for the sale of goods by retail or the supply of services direct to the public. This includes but is not limited to retail shopping centres, restaurants and cafes, however, specifically those classified as Class 6 in the Building Code of Australia in the National Construction Code (NCC).

Judges' Innovation Award (non-entered)

Awarded at the discretion of the judges to recognise an entry that stands out through innovative use of materials, creative design, unique presentation or delivery that is not recognised through any other Award.

SPECIALIST CATEGORIES

Project Manager of the Year

The Project Manager is totally responsible for the delivery of a project. All projects deliverables rest with this person in terms of time, relationship, cost, quality, HSEQ outcomes etc.

Please provide a succinct document addressing the criteria below:

Overall Project Delivery

- What were the KPI's of the project at the commencement of the project award?
- Did the PM deliver the project meeting these project deliverables?
- Who were the key stakeholders of the project and would they say that the project was a success?

Please provide examples.

Staff Management

- What staff were managed by the project manager?
- What was the management/staff member relationship like?
- What style of management did the PM use in managing these staff?
- Was the PM responsible for performance management of staff?
- How did the PM motivate staff and what techniques were used to improve staff performance during the delivery of the project?

Please provide examples.

Cost Outcomes

- How did the PM manage their budget
- Describe the process for financial management of the construction budget.
- Were cost reports produced during the delivery of the project?
- What was the process for reporting against the budget and forecasting construction costs during delivery?
- Were savings achieved during the project?
- Were cost overruns incurred during the delivery, if so what and why.
- Provide examples of where the PM forecasted cost overruns to occur and took steps to offset these cost overruns.

Other Criteria

- Subcontractor management
- Client relationship
- Value for money outcomes
- Quality of completed project
- HSEQ Outcomes of project

SPECIALIST CATEGORIES

Site Manager of the Year

The Site Manager is the full time on site manager/ supervisor of the project. The site manager is based on site and responsible for project programming, sub-contractor management and coordination, management of on-site health safety and environmental management and quality control.

Please provide a succinct document addressing the criteria below:

Program Management

- What was the original contract construction program?
- What was the adjusted contract construction program?
- Did you achieve the contract or adjusted contract program and what was the actual overall program achieved?
- What programming techniques were used to manage time related activities on site? Eg; weekly look ahead programs, micro programs, coordination and programming meetings?
- What examples of time recovery or program mitigation can you provide?

Please provide details and examples.

Site Manager of the Year

Other Criteria

- Subcontractor management
- Client relationship
- Quality of completed project
- HSEQ Outcomes of project

SPECIALIST CATEGORIES

Construction Manager of the Year

The Construction Manager (is usually) part of the commercial builder's management team and usually responsible for the management of site managers (as head of that department) and perhaps project managers and contract administrators (depending upon the size and structure of the business). They will ultimately be responsible for all project delivery matters across the business and would in many instances be a 2IC to the most senior manager in the business.

Please provide a succinct document addressing the criteria below:

Staff Management

- What staff were managed by the construction manager?
- How many projects were managed by the CM?
- What was the management / staff member relationship like?
- What style of management did the CM use in managing these staff?
- Was the CM responsible for performance management of staff?
- How did the CM motivate staff and what techniques were used to improve staff performance during the delivery of projects?

Please provide examples.

Subcontractor Management

- Please provide subcontractor endorsements or references.

Client Relationships Across Portfolio of Work

- Please provide client endorsements or references.

Other Criteria

- Quality of completed projects
- HSEQ Outcomes of the business

EXCELLENCE IN WORKPLACE HEALTH & SAFETY

Projects nominated for the safety award must be under construction at time of nomination and not completed prior to site audits/inspections, where the project is a finalist. The purpose of the Award is to promote best practice OSH on building and construction projects through the acknowledgment and celebration of Excellence in Health and Safety. Please include safety performance statistics. A separate entry form is required for this category.

General Entry Requirements

- Commitment to implementing and achieving high standards of occupational safety and health management.
- An approach to occupational safety and health which incorporates identification and assessment of workplace hazards.
- Workplace safety systems which incorporate recognition of employee training needs, intent to adopt higher order control solutions and ongoing monitoring and review.

Safety and Health Management

Provide details on the company's commitment to implementing and achieving high standards of occupational safety and health management. Examples could include:

- A list of components of your OSH management system (e.g. manual, policies, procedures, documentation)
- Future goals of the company

Hazard Identification, Risk Assessment and Control

Provide details on the company's policy and procedures for identification, assessment and control of workplace hazards. Examples could include:

- Method used to identify hazards (e.g. regular site/workplace inspections, checking existing incident records and workers' compensation claims, incident reporting and/ or investigation, hazard/ near-miss alert reporting, OSH management systems audit, standard operating procedure reviews, consultation with employees).
- Procedure used to assess risks (e.g. classification matrix).
- Prioritisation of hazards (e.g. likelihood to cause injury or damage, probability of occurrence and potential to develop further).
- Methods used to control hazards (e.g. hierarchy of controls).
- Hazard reporting procedure.

EXCELLENCE IN WORKPLACE HEALTH & SAFETY

Safe Work and Operating Procedures

Provide details on the company's safe work systems which incorporate recognition of employee training needs, a commitment to adopting control solutions where possible and ongoing monitoring and reviews.

Examples could include:

- Development and implementation of site-specific safety instructions.
- Development and implementation of safe work method statements.
- Development and implementation of standard operating procedures.
- Company rules.
- Provision of personal protective equipment.
- Method for ensuring compliance with safe systems of work.
- Provision of information, instruction and supervision.
- Training provided to employees and maintenance of training records.

Performance

Section A:

- Number of injuries during the last 12 months.
- Time lost due to injury during the last 12 months in days and hours.
- Time lost due to other safety concerns during the last 12 months.

Section B

Provide details of the measurable improvement in the company's occupational safety and health performance and if the time and effort spent on improving health and safety in the workplace brought any benefits.

Examples could include:

- Reduction in workplace injuries/ incidents
- Increased productivity
- Reduced WorkCover/insurance premiums and/or legal costs

EXCELLENCE IN WORKPLACE HEALTH & SAFETY

Work & Operating Procedures

Provide details on the company's safe work systems which incorporate recognition of employee training needs, a commitment to adopting control solutions where possible and ongoing monitoring and reviews.

Examples could include:

Development and Implementation of:

- Site specific safety instructions;
- Safe work method statements or Job Safety Analysis;
- Standard Operating Procedure, and how the document directly improved safety on site

Company Rules - Examples Include

- How these rules were influenced by an identified need on site, or that there was direct employee involvement and what prompted their involvement
- A safety solution implemented after an incident was reported
- A technique utilised on site that has shown an increase in compliance with safe systems of work
- Provision of information, instruction and supervision and how any of these have influenced a change on site in relation to safety
- The types of training provided to employees and examples of how this has improved safety on site

Supporting Material

To support your entry please include the following information:

- Site safety plan (where applicable) or evidence of safety management system that is in place;
- Evidence of follow up actions relating to non-compliant OSH issues
- Future goals and how they are going to be implemented on site
- Past and present audits or inspection reports showing improvements
- Employee suggestions that have been implemented

Judging Criteria

- An initial review of the organisation's nomination/entry shall be conducted by the Master Builders WA Safety Manager to ensure the entry criteria has been met.
- A desktop audit of the organisations safety management systems will be conducted by the Master-Builders WA Safety Manager.

Site inspections will be conducted as follows:

- A nominated site may be inspected up to 3 times to evaluate the implementation of a new safety-solution, to review the safety management system and/or to inspect the site in relation to safety during different stages of the construction process, at the discretion of the judging panel.
- The nominee will receive any inspection or audit reports completed during the site inspections.

CLIENT DECLARATION FORM

This form is to be completed by the client of each commercial project and to be submitted with the Builder's entry. The Master Builders Awards showcase the first-class workmanship and construction excellence for which the WA building industry has become renowned. By submitting this form, this entry will be deemed as approved by you, as the client of the project. You can also download the form [here](#).

Entrant Details

Company Name: _____

Contact Name: _____

Project Name: _____

Practical Completion

Expected Date for Practical Completion: _____

Actual Date of Practical Completion: _____

Did the builder meet the date for practical completion? If not, please provide reasoning:

Contract Price

Final Contract Price: _____

Did the builder meet the budget? If not, please provide reasoning:

Do you have any other comments regarding the builder, in relation to this project?

Client Declaration

- ☐ I hereby agree that this project be entered into the Master Builders awards. I understand that the project will be inspected for the purposes of being an entrant in these awards and I allow the property to be promoted in any media relating to the awards.

Name: _____ Date: _____

Signature: _____

For any queries relating to the Awards, please contact the Master Builders Events Team on 9476 9800 or at events@mbawa.com. Please return this form to the Builder to accompany their Awards submission.

SUBCONTRACTOR OF THE YEAR AWARDS



Image: Cubic Interiors

The Subcontractor of the Year Awards show the commitment to construction excellence, and the pride and professionalism displayed by the WA construction industry. Master Builders is proud to recognise a commitment to excellence by individual subcontractors who have conducted work on any of the projects entered into the Excellence in Construction Awards. Also applies to subcontractor work entered into the Regional Building Excellence Awards.

ENTRY REQUIREMENTS

For a subcontractor to be eligible for a subcontractor award, the project must be nominated into the Awards program by a builder first. We strongly recommend builder entrants nominate their subcontractors when completing their own entries.

Please be aware that emphasis will be placed on the on-site inspection by a team of judges. It is therefore important that the builder and/or client are on-site for the inspection to answer any questions posed by the judges.

REQUIREMENTS FOR ALL ENTRIES

- A sixty (60) word synopsis of the project to be used in all editorials
- A reference from the builder nominating the project
- A detailed description of your scope of works on the project that addresses the judging criteria
- We recommend including information technical aspects to the project, safety requirements and how they were met/exceeded.

JUDGING CRITERIA

QUALITY OF CONSTRUCTION

- Attention to detail

PROJECT MANAGEMENT

- Time Performance
- Relationship with builder & other trades
- Degree of difficulty

INNOVATION

- Construction methodology
- Installation procedures

SITE MANAGEMENT

- Safety
- Industrial relations
- Site organisation
- Environmental management

MAJOR CATEGORIES

The major Subcontractor Award is a non-entered Award as they consist of the judges' highest scoring overall projects from the entered Subcontractor Award categories.

Subcontractor of the Year (non-entered)

Recognises the best overall subcontractor work entered from all categories.

Regional Subcontractor of the Year (non-entered)

Nominees are the winning subcontractors presented in each region.

SUBCONTRACTOR CATEGORIES

The Subcontractor of the Year Awards are presented in four (4) divisions, plus an overall award.

Structural

- Concrete
- Formwork
- Precast
- Structural Steel
- Masonry
- Geomechanical

Services

- Mechanical
- Lifts
- Electrical
- Hydraulic
- Fire
- Plumbing

Cladding

- Windows
- Roofing
- Precast
- Stonework
- Curtain Wall

Finishes

- Tiling
- Painting
- Plastering
- Cabinetwork/Joinery/Carpentry
- Ceilings
- Shop Fittings



Awards Submission Service

Want to enter the awards and have your project recognised but don't have the time, resources or experience to manage your submission?

Have your submission prepared and completed on your behalf.

Terry O'Brien, former WA Multiplex Communications Manager, is offering all entrants his vast experience and ability to compile your Award submission.

These services include:

- Receive an on-site briefing on project.
- Access to documents e.g. tender, project and other supplementary written material relevant to the Award's criteria.
- Review material and prepare drafts for comment/feedback/edits.
- Agree on a timetable and tasks.
- Review existing project construction/completion photographs and if necessary, take additional photographs.
- Design and write submission document that meets all criteria.
- Manage lodging submission.

Contact Terry O'Brien on 0419 045 716 for more information.

CELEBRATE YOUR SUCCESS!

SATURDAY 15 JULY 2023

Visit mbawa.com to secure a table at the 2023 Master Builders-Commonwealth Bank Excellence in Construction Awards!



Why not make a weekend of it?

MBA Members can get up to 15% off their accommodation when booking at Crown.
Contact MBA's membership team for your exclusive MBA WA code
membership@mbawa.com or call 08 9476 9800

TERM AND CONDITIONS

1. Award categories are open to registered builders/building companies operating in the building industry who hold a current membership with Master Builders Western Australia, under the same name. Entries must be submitted under the name of the building contract, which must be company holding a valid membership. Best Customer Service Builder award categories are only open to Master Builder Members - Customer Service Supplier Award are open to any organisation that supplies Master Builder's members directly or indirectly.
2. Entries submitted must be within a radius of 100km from the City Centre in the respective Awards entered into (e.g. Perth metro).
3. Entries submitted must be within a radius of 100kms from the Town City Centre (GPO). Where an entry is situated more than 100kms from the Town City Centre (GPO), the entrant will be required to cover the costs of travel and accommodation for the judge(s) to inspect the project. These costs will be attributed pro rata should there be multiple entries being judged in that region.
4. Entries must have achieved practical completion by the date in which judging commences, or the entry will be automatically disqualified and all associated fees forfeited.
5. Projects which have previously been entered into the respective Master Builders-Commonwealth Bank Excellence Awards cannot be re-entered into. Display homes may only be re-entered if a new build of the same design has been undertaken on an additional site.
6. Entries withdrawn after the close of entries are not entitled to a refund.
7. All applicable sections of the entry form must be completed and the required documentation including payment provided in full by the closing date. Entries that provide incomplete documentation may not be judged, in which case all fees will be forfeited.
8. If the information given on the entry form varies extensively from the entry inspected, in specification or value, judges reserve the right to disqualify the entry or re-categorise, without consultation with the entrant.
9. Judges reserve the right to re-categorise the entry without consultation with the entrant.
10. Judges' decisions are final and no correspondence or review will be entered into by Master Builders Western Australia.
11. The owner/client consent must be given for entry in the awards. Where the property is tenanted, the owner is responsible for ensuring compliance with access requirements.
12. Any material supplied with the entry may be reproduced in media releases, publications, web sites and other promotional material at the discretion of Master Builders Western Australia. The entrant indemnifies Master Builders Western Australia against any claims in respect of copyright. Master Builders Western Australia and associated media accept no responsibility for incorrect details, spelling or other incorrect information stated in the entry form. The quality of the material submitted will impact on the standard of promotion.
13. Each entrant will be notified in writing of the judging time and date for each project. It is the entrant's responsibility to confirm with the owner/client and obtain access for the judges. Where the property is tenanted, the entrant must contact the owner and coordinate access with the owner or managing agent and/or the tenant directly. In the instance of not being able to obtain access, the entry will be automatically disqualified and all associated fees forfeited.
14. The entrant must submit evidence of the final contract sum (including variations) for each entry, inclusive of GST. Where the property has been built as the builder's residence or investment property, the price point at which the project is entered should reflect the repeatable retail value of the home.
15. Award winners will NOT be disclosed until the after the official announcement at the Awards presentation night.
16. The entrant may use success in the Awards for promotional purposes but agrees to adhere to high ethical standards in that promotion through branding guidelines on the Winners/Finalists Kits. Advertising and promotional activities must not be misleading or deceptive or likely to mislead or deceive consumers about the nature of the award, nor represent themselves as a Master Builder award winner when they have not been the registered builder of that nominated award. Without limiting this requirement, the registered builder agrees to be bound by the following:
 - **Pre-Awards promotion:** Until the Awards are officially announced at the presentation, the entrant will not promote any unofficial or speculative success. However, entrants will be able to promote their finalist status prior to the Awards on receipt of the finalist logo from Master Builders Western Australia.
 - **Correct use of logo for winning & finalist entries:** In display homes categories, signage must be restricted exclusively to the judged project.
 - **Use of the Master Builders-Commonwealth Bank Excellence Awards Logo (both winners & finalists) when in use across all forms of media presented to the general consumer must abide by the following guidelines:** In any promotion the exact award category and year of the award must be stated. For use outside the region in which it was awarded it must be clearly identified in which region the award was won i.e. the words SOUTH WEST REGION must be included under the logo or unless otherwise provided by the Master Builders Western Australia. Text setting out all requested detail must be a minimum of 100mm in height. Use of the logo must not be changed in any way, unless prior permission has been sought and received in writing.
 - **If the entrant breaches these requirements governing promotion, Master Builders Western Australia may:** Revoke the entrant's award. Refuse the entrant entry in future awards. Bring possible breaches of the Trade Practices Act and the Fair Trading Act to the attention of the Australian Competition and Consumer commission and the Department of Commerce. Further explanation and examples can be found in the Master Builders Western Australia Awards Logo Usage Guidelines.
17. Display home entries must: Be accompanied by the current price list of all inclusions for the home to full specification as displayed, describe all optional specification items displayed in the home, state the as-displayed construction cost (that is, not including the cost of furniture, furnishings, landscaping and any other items which are not part of the building fabric). Entries must be accompanied by a letter or similar advice from the permit authority that the home is approved for use as a designated display home. A letter or similar advice from the permit (local) authority means either a development (planning) approval and/or a building permit clearly detailing the home was assessed and approved by the permit authority as a display home.
18. Residential buildings eligible for a housing award (i.e. display and contract homes) must have a Class 1a or 1b classification as defined in the current Volume of the Building Code of Australia - Housing provisions (BCA) of the National Construction Code (NCC). This includes, but is not limited to single dwellings, lifestyle housing for seniors, grouped dwellings (2 dwellings or more on a site, but does not include multiple dwellings or apartments). Residential buildings in other classes must enter in commercial categories. Building classified as Class 2 and above according to the BCA must be entered under a 'construction' award category.
19. Commercial projects includes those recognised as Classes 5-10 by the Building Code of Australia and only includes Class 2-4 residential buildings that are not covered by our residential awards categories.
20. Entrants must notify Master Builders Western Australia and withdraw any entries submitted for the Awards if the business/company is placed into voluntary administration or receivership. This undertaking is binding up until the awards night ceremony. Master Builders Western Australia advises that an award will be withdrawn if the business has been placed into administration and Master Builders Western Australia has not been notified.
21. Master Builders Western Australia can remove an entry for any reason that may affect the reputation of or cause embarrassment to the Association or the Awards.
22. Subcontractor of the Year Awards are open to subcontractor companies operating in Western Australia.
23. The Builder must have entered the project in the Construction (or Construction categories in Building) Excellence Awards for the Subcontractor to be eligible to nominate for the Subcontractor of the year.
24. If the entry information supplied varies extensively from the inspection, in specification or value, Master Builders Western Australia reserves the right to re-categorise or disqualify the entry without consultation with entrant.
25. Should a minimum standard of excellence not be reached Master Builders Western Australia reserves the right to decline the present an Award.



Image: Q Design + Construct

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