



EPA Awards 2013

Rules and Regulations

Introduction

The European Parking Award has been established by the European Parking Association (EPA) as a biennial award for excellence in parking. A prize can be awarded in each of the following four categories

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| Category 1 | Any newly built car park |
| Category 2 | Any renovated car park |
| Category 3 | On-street parking projects |
| Category 4 | An innovative scheme in any aspect of parking |

In addition there will be an additional discretionary judges award if an entrant is considered of particular merit.

The objective of the awards is to promote qualitative improvements in public car parking both on and off street including contribution of parking policy to Sustainable Urban Mobility Plans. In particular the awards seek to promote improvements in user friendliness, construction maintenance, management, design and safety. The awards also promote the development of good working practices in on street parking. Publicity for the awards will also improve the image of the parking sector.

The awards will be presented during the 16th EPA Congress in Dublin, 11-13 September, 2013.

Conditions of Entry

General Criteria

All entries must be submitted to arrive at the EPA office no later than **1st January 2013**.

Entries must be made using the entry form provided by the EPA secretariat.

Entrants may submit any number of entries but each entry must use a separate form.

An entry fee of €750,- is payable for each entry by 1st January 2013.

Entries must relate to projects which have been opened, re-opened or introduced later than 1st January 2011.

A selection panel consisting of members of the EPA board together with members of the jury will shortlist up to 3 entries in each category.

Each shortlisted entry must be represented with a representative at the 16th EPA Congress in Dublin.

Each shortlisted entry must provide a presentation panel (explanation see below).

The EPA will have the unfettered right to use the material provided for each entry.



Category 1 – New parking structures

Entries must relate to a new public parking structure. A car park is considered to be public if any motorist can use the facility.

Category 2 - Renovated structures

Entries must relate to a car park, where the main physical structure of the old car-park must be maintained and included in the new project, and the original car park must be at least 10 years old. The assessment will be limited to and based on the quality and success of the renovation project rather than an assessment of the renovated car park.

Category 3 – On-street Parking Projects

Any on street parking project or innovation, specifically related to on street parking, is eligible. If an entrant's project addresses only one, or a few aspects of the total process of on street parking, entrants should complete their assessment forms accordingly writing "not applicable" for any part of the form that is not relevant to their entry.

Category 4 - An innovative scheme in any aspect of parking

Entries in this category can be anything not covered by the other categories where the product or scheme is innovative and contributes to the enhancement of the process of parking. Entries in this category are not limited and could include new technology or a new way of delivering parking services for example, related to built car park facilities.

To be accepted the entered system must be fully and successfully implemented and working in at least one location.

N.B. Entries cannot be made for the judge's award. Any of the entries can be selected for the judge's award.

Material that has to be delivered by all entries

Anyone wishing to enter the competition must provide the following documents:

1. Entry Form

The entry form can be downloaded from the EPA web site www.europeanparking.eu or requested from the Secretariat. Each entry must be accompanied by the full entry fee of €750,- per entry.

2. Assessment form

The applicant should fill in all relevant information in column B of the assessment form, not exceeding the limits given for the number of words allowed. There is one assessment form for each category which can be obtained by email from the EPA secretariat or can be downloaded from www.europeanparking.eu.

3. Attachments (optional, only for cat 3 or 4)

If the entry is in category 3 or 4 containing supporting technical reports, the form should include an abstract summary of the arguments, sufficient for the board/jury to assess the entry. Reports could be attached for in depth judging, but attachments should not be necessary to assess the entry.



4. Power-Point Presentation

In addition to the completed assessment form, the applicant should deliver a PowerPoint presentation with the maximum of 10 A4 size pages/slides, suited for both printing/copying, and for being run as a continuous presentation in the exhibition during the EPA-congress or displayed during the Award Ceremony. The Power Point presentation should not exceed the size of 10MB. The bottom of each page must contain the project name.

5. Photographs

Up to ten photographs of the entered project (those can be the same as used in the power point presentation) in a resolution of at least 300dpi need to be submitted. A selection of those photographs will be used for illustration of the entries in the magazine Parking Trend international.

Format/Media:

Entry Form, assessment form, attachments, PowerPoint presentations and photographs have to be delivered electronically by email and as files on a standard CD. Photographs used in the presentation must have a resolution of at least 300 dpi to be of good enough quality to be printed in Parking Trend Magazine.

Material that has to be delivered only by the shortlisted entrants

1. Presentation Panels

Following a preliminary assessment of the entries by the selection panel; shortlisted entries will be required to provide display panels for exhibition at the EPA congress. Each entry must be accompanied by **one** presentation panel in English which will be exhibited during the EPA Congress in Dublin.

The presentation should consist of a short description and pictures of the project.

The photographs used on the panels must be provided for use in Parking Trend magazine.

Presentation panels must measure 50x70cm (width/height) with rounded corners and be a minimum of 5mm thick. The maximum weight per panel should not exceed 0.5kg They could be made out of foamboard. A 5mm diameter hole, 20mm from each side at each corner must be drilled at every corner.

The presentation panel must have a flat, white background. Lettering in relief or three dimensional images are not acceptable. Only one side of each panel may be used.

At the bottom of each panel a 2mm thick line should be drawn, 50mm from the bottom and terminating 50mm from each side. The following information set in Helvetica bold 16pt uppercase type should appear below this line:

- project name
- location
- date of project opening
- name of entrant
- relationship to the entry (eg developer, owner, investor, architect, designer)



The name and address of the entrant should be clearly legible on the back of the panel. The deadline to deliver the panels is August 15, 2013 to the congress venue. The delivery address will be distributed by the EPA Secretariat in advance.

2. Presentation at EPA Award Ceremony

All shortlisted entries are requested to send one representative to be present at the 16th EPA congress in Dublin for the EPA Award ceremony to give a short presentation about their project.

Judging

1. Shortlist

The selection panel for the shortlist consists of the board of the EPA and the chairman of the EPA Award Jury. The selection panel will select a maximum of three projects from each category. Before short listing the selection panel is entitled to reclassify entries if necessary or decide not to select any projects for a particular category if the quality is not considered acceptable. Entrants will be notified after short listing if shortlisted.

2. Jury

The EPA board will appoint a jury of five members including a Chairman from different countries to assess the shortlisted entries. Any member of the jury will be excluded from judging any entry submitted by any organisation that they have a commercial interest in.

The Jury will decide on the winning entries by visiting the nominated projects. Each visit will be made by appointment with the entrants. The general form of the visit will be:

- 15 minutes presentation by the entrants.
- 30 minutes inspection/consideration by the judges without the entrants being present. For categories 3 and 4 this may be replaced by a guided visit and/or demonstration.
- 15 minutes questions by the judges.

The recommendation of the judging panel is final, only the President of the Board will be informed. Having informed the President, the identity of the winners shall be kept secret until the Award Ceremony.

Neither the EPA board nor the jury will enter into any discussion about the awards. Any attempt to influence the decisions will result in disqualification.

Award Ceremony

The winners will be awarded and presented by the President of EPA and the Chairman of the Jury jointly in a special Award Ceremony as part of the 16th EPA congress in Dublin.



Each shortlisted entrant will be required to attend the EPA Congress and to make a short presentation during the Award Ceremony.

All short listed nominees will receive a certificate of nomination.

Each entry will be featured in one of the first three issues of Parking Trend International Magazine of 2013.

There will be an extensive publication of the results of the competition on the EPA-website www.europeanparking.eu

Assessment Criteria

The judging criteria for each category are listed in the relevant Assessment Forms.

For further information, please contact:

European Parking Association
Richartzstraße 10; D-50667 Köln
Tel +49 (0) 221 257 1018 - Fax +49 (0) 221 257 1019
epa@europeanparking.eu

Bank account number: 194 20 51 - BLZ: 370 400 44 - Bank: Commerzbank Köln
IBAN: DE98 3704 0044 0194 2051 00 - S.W.I.F.T. - BIC: COBADEFF370



European Parking Awards 2013
Entry Form

Type of project: new: [] renovated: [] on-street: [] innovative: []

Project name _____

Project address _____

Date of opening/reopening _____ Number of parking spaces _____

Short description of project _____

Assessment form filled in and attached (compulsory): yes [] no []

Application is submitted by: manager [] operator [] owner [] investor []

Name of company: _____

Contact person: _____

Street address: _____

Postal code, town, country: _____

Phone: _____ Fax: _____ E-mail: _____

VAT Nr: _____

The undersigned hereby declares that he/she will deliver the competition material with the instructions given by the EPA and pay the entry fee. He/she further accepts complete responsibility for the delivery and the return of the competition material and will not hold the EPA and its employees liable for any damage or loss thereof. The undersigned agrees to allow information concerning their project to be published in Parking Trend International magazine and on EPA's website or other media if applicable without claiming royalties on any of the illustrative material that he/she has made available. In such a case he/she indemnifies the EPA against all copyright claims.

Date _____

Signature _____