ASLA Utah 2026 Awards Program
OFFICIAL ENTRY FORM

Nomination Category
General Design
Residential Design
Analysis and Planning
Research
Urban Design
Communications
The Landmark Award

Fee Category
ASLA Student Chapter Member $25
Non-Member Student $40
Student Academic Team $60
ASLA Utah Chapter Member $150
Other Landscape Architects $210
Other Professionals $260

Applicant
Project Landscape Architect/Design Professional/Firm Name - ***must be concealed on the submitted documentation***

Nomination Category:
_____

Project Name:
_____

Project Location:
_____

Project Landscape Architect/Professional:
_____
(If student academic team, list professor or advisor)

If paying by check, make payable to ASLA Utah Chapter and provide a check at time of entry.

Online payments are also an available option through the ASLA Utah website – www.aslautah.org. Please contact Jenny Sonntag (uaslaexecutivedirector@gmail.com) if you need to pay with other means.

Primary Contact
Please list only one primary contact. This contact will be the point person for all inquiries about the nomination. The primary contact may be the same as the project landscape architect. If the project includes multiple participants, they may be listed below under Project Contributors.

Name:_____
Contact Address:_____
City:_____
State:_____ Zip Code:_____
Telephone:_____Fax:_____Email:_____

Client/Owner
The following information **does not need to be concealed on submitted documentation**. Please list only one client/owner. If the project includes multiple participants, they may be listed below under Project Contributors.
Client/Owner Contact:

_____
Client/Owner Address:

_____
City: _____ State: _____ Zip code: _____
Telephone: _____Email:_____

Project Contributors
The following information **should only be found on this entry form**. (Please list others who should be recognized with an award certificate should this nomination be selected by the jury. Due to the time required to prepare award certificates, please list all individuals at this time.)
Name:

_____
Organization:

_____
Name:

_____
Organization:

_____

Award Certificates
Award certificates will be provided as follows:

ASLA Student and Nonmember Student: 1 certificate
Student Academic Teams and Professionals: 3 certificates

When notified that an award will be presented for your project, you may request additional certificates. The cost for additional certificates is $10 each. Payment for additional certificates is due prior to the Award Presentation

There are two options for certificate preparation:

1. ***Standard Certificate:*** If space allows on the certificate, all those involved may be listed on one certificate. ASLA Utah will prepare the same certificate as many times as necessary, see Award certificates above.

2. ***Customized Certificate:*** Separate custom certificates can be prepared for each individual/organization involved. In this instance, the name of the project, as well as the nomination and award category, will be consistent for all certificates prepared. The name of the client/owner and/or landscape architect/consultant is the only portion of the certificate that can be customized. The names that appear on the certificates must be included on this sheet. The customized certificate is best used for large teams or student projects.

Please indicate which certificate you would like and fill out the information below for project title and names to be included on the certificate. This information **is not to be included in your submission** – it should only appear on this entry form.

Option 1 # of Copies: _____ Option 2 # of Copies: _____

Due to the time required to prepare certificates, please ensure all certificate requests are included in your entry materials.

Please write in the information below exactly as you want it to be printed on the certificate.

Project Title:

_____

Name of Owner/Client/ Landscape Architect/Consultant for each certificate:

_____

_____

_____

_____

_____

_____

_____

(Alterations to the standard format will be considered on a case-by-case basis.)

Release
I/we certify that I/we meet the eligibility requirements of the ASLA Utah Chapter Awards program. The submitted project complies with all laws, rules, and regulations of the state of Utah. I/we agree to give publication rights to the Utah Chapter ASLA and I/we give permission to the Utah Chapter ASLA to publish the submitted materials if the submission wins an award. If the submission should win I/we agree to supply further information and graphic materials as requested by the Utah Chapter for exhibition and publication.
Entrant(s) release
signature(s)_____
Date_____
Client release signature

_____
Date:_____

Eligibility
Any individual, firm, agency, or academic institution located, residing, or practicing within the State of Utah at the time the project was executed is eligible to enter. Projects that have received an award from previous ASLA Utah Chapter Awards Programs are not eligible for submittal. Projects previously entered that have not yet received awards may be resubmitted.

Entry Submissions Requirements
All applications, information, and work samples must be submitted electronically or in digital format. No hard copies or printed materials will be accepted. Submission materials may be submitted on a CD or thumb drive in person or by mail; or via an online file-share site (such as Dropbox or Google Drive). Email entries to tyleraslautah@gmail.com OR mail or drop-off entries to:

ASLA Utah Chapter, Attn: Critter Coughlin
280 S. 400 W. Ste. 150
Salt Lake City, UT 84101

Please be mindful of submission file size.
All submissions must include the entry form, required attachments, any optional attachments, and proof of payment via check by mail or in person; or via online payment through the ASLA Utah website – www.aslautah.org.

Required Attachments
The identity of the landscape architect and the entrant **must be concealed** on all materials except the Entry Form. Do not submit any unspecified materials.
Each submission must include the following information:

1. **Project Statement:** In 175 words or less, describe the project and why it is award-worthy. This statement may be used in promotional materials if the project is selected for an award.
2. **Project Narrative:** Addressing the criteria for the specific Nomination Category (i.e. –

General Design, Residential Design, etc.) describe in 1300 words or less, the project location, scope and size, site and context investigation, design program, design intent, materials and installation methods, environmental impact and concerns, collaboration with the client and other designers, and other significant issues. In addition, refer to the Call for Entries pdf for further criteria the jury will weigh in for consideration.

3. **PowerPoint Presentation**:
Use the following PowerPoint template for preparing your presentation: 2025 Award Entry Template. A minimum of five (5) images and up to a maximum of sixteen (16) images may be submitted with each entry. Images must include at least one (1) site plan of the project if the category involves site-specific design.

Each slide should include a short caption (40 words maximum) describing the image, (optional for Research and Communications categories). Photography credit must also be listed for each image (it does not count toward the 40 words maximum limit) and will be concealed from the jury. This presentation will be used for the judging and portions may be used for the awards presentation as well.
Image files should be formatted as 3000 pixels x 2400 pixels and a minimum of 300 dpi.

4. **Original Documentation (optional)**: If submitting for original planning, communications, or a research document, a PDF of the document may be submitted, although not required. The identity of the landscape architect and the entrant must be concealed on the original documentation being submitted with the entry.

Submission Deadline
Entries for **all categories** are due by ***5:00 pm, July 17, 2026*.**
Any submittal received after the deadlines will be considered ineligible. Submittals that do not include the required information and fee or that do not meet the requirements may also be considered ineligible.
Email entries to critter@langvardtdesigngroup.com OR mail or drop-off entries to:

ASLA Utah Chapter, Attn: Critter Coughlin
280 S. 400 W. Ste. 150
Salt Lake City, UT 84101

QUESTIONS?
Contact: **Critter Coughlin***, VP MEMBERSHIP*
PHONE: 440-570-5111