



The Herald  
PROPERTY  
AWARDS FOR  
SCOTLAND 2024

ENTRY  
DEADLINE:  
TUESDAY,  
APRIL 30

# ENTRY GUIDE

REWARDING EXCELLENCE IN THE PROPERTY SECTOR

## PUT YOUR ENTRY ON THE MAP

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# TH WELCOME

The Herald Property Awards for Scotland 2024 will recognise and reward the excellence and achievements of Scotland's most innovative and successful home and commercial builders, developers, agents, interior designers and registered social landlords. As publisher of Scotland's most comprehensive property guide, Scotland's Homes, The Herald is proud to be hosting these industry awards to showcase excellence in the property market across Scotland.

An expert judging panel will be assembled to carry out site visits to properties and developments, ensuring the judging process is robust and transparent. Winners will be announced at a black-tie ceremony on Thursday, September 26, 2024 at Doubletree by Hilton, Glasgow Central. Tickets to attend the awards ceremony will give you entry to the awards ceremony, drinks reception, 3-course meal with ½ bottle of wine, live entertainment, official event programme and evening networking.



To book your table for this year's awards ceremony or for further information, please visit our website [newsquestscotlandevents.com/events/heraldpropertyawards/](https://newsquestscotlandevents.com/events/heraldpropertyawards/) or contact [stephen.laughlin@newsquest.co.uk](mailto:stephen.laughlin@newsquest.co.uk)

## ELIGIBILITY

The awards are open to all companies building and developing in Scotland. Properties or development phases entered in any category **MUST** have been completed between June 2023 and April, 30, 2024. If you are submitting a development, the first phase must have been completed between these dates.

Properties in the Best Show Home category must still be functioning show homes when judges conduct their site visits.

In all categories, if the property submitted has been sold it is your responsibility to ensure that judges will be able to gain access to conduct a site visit. If judges are unable to gain access, at the arranged time, the entry will be disqualified. Each entry should state clearly which house or building is being entered in each category.

If an entry is submitted out with the above timeframe it may be disqualified.

The judging panel reserve the right to move entries into suitable categories as they fit.

Entry fees are non-refundable or transferrable.

## IMPORTANT INFORMATION FOR ENTRY SUBMISSIONS

A separate entry submission is required for each project entered; however, there is no limit to the number of entries you can submit in any category.

The early bird entry fee is 10% discount of the original entry fee, for all entries submitted before midnight on Friday, February 23.

The standard entry fee is £70 + VAT per entry. When submitting your entry via our entry platform, payment will be taken along with your submission(s). We can accept payment by credit or debit card only.

Entries must be submitted electronically and clearly labelled with the name of the property, development, area, developer, and category.

Each entry must contain the below information for each entry. We cannot transfer information over several entries. For example, the entry form and attachments must be submitted with each entry even if the information is the same. When submitting an entry, you must include the following:

- 1 Please ensure the contact name on the form will be the liaison when it comes to arranging the site visit.
- 2 A description of the development / property which should outline any specific features, materials and support information on the project. This should be no more than a typed A4 sheet.
- 3 Scale plan of property on a single A4 sheet
- 4 Site map and directions on a single A4 sheet
- 5 Energy rating certificate
- 6 Four high-res colour photographs of the property / development. We will not accept more than 4.
- 7 Company logo sent as a high-res vector/EPS file.
- 8 50-word overview of your entry (this will be used at the live event, should you be shortlisted, and therefore should be written in the third person)

Entries that are missing any of the above information will not be considered. Please ensure that all the above information is submitted at one time.

## TEAM ENTRIES

All team entries must be submitted using the online entry platform. If your team is entering more than one category please ensure that you include all relevant information for each entry as we cannot transfer information between entries.



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## JUDGING PROCESS

The judging process will involve site visits to properties and developments. The judges' decision will be final, and no correspondence will be entered, or feedback provided – you will find more information on the judging process below:

Once your entry has been received it will be put forward to our judging panel. Two judges will be allocated to every property for site visits and will contact you directly so please ensure you provide the correct contact details of the person who they can arrange this with.

Please note that all judges work independently so you will be required to conduct two site visits – one for each judge. These may be on different days. Our judges liaise directly with the relevant site contact to ensure dates and times are suitable for all parties. Judges will conduct site visits between Monday, May 6, 2024 and Thursday, August 1, 2024. Any property unable to be seen during this time will be disqualified.

If you have any questions in relation to site visits, please make sure you contact Senior Events Manager, Stephen Laughlin on [stephen.laughlin@newsquest.co.uk](mailto:stephen.laughlin@newsquest.co.uk) or 0141 302 6050 ahead of submitting your entry.

Once site visits have been completed judges will gather to discuss their scores from the site visits.

If you submitted an entry for any of the below teams category's, judges will be sent your entry information ahead of the judging day and no site visit is required.

- † Property Marketing Team of the Year**
- † Residential Sales Team of the Year**
- † Residential Letting Team of the Year**
- † Estate Agency of the Year**
- † Interior Design Residential or Commercial**
- † Excellence in Sustainability Award**

You will then be contacted mid-late August on the outcome of your entry.

