

FloorNZ Excellence in Flooring Awards – Entry Example

This is an example only. All entries must be submitted using the online entry form when entries open later in the year.

Criteria

Entrants may choose to enter both Residential and Commercial categories

**Residential – a single household dwelling.*

**Commercial examples - hospitality, education, healthcare, office, business, retail, places of worship.*

- All entrants must be a FloorNZ member.*
- All entries must feature floors located in New Zealand.*
- All projects must be completed in 2026.*
- Your FloorNZ member number must be included with your entry.*
- Client permission must be obtained.*
- Commercial areas may be part of a larger ongoing project.*
- Key materials associated with the entry must be supplied by a FloorNZ Manufacturing, Importing, or Distribution member.*

Select the category your entry is for:

	Commercial Hard Floor of the Year - Resilient floors (coving, inlays), Wet area flooring, Rubber, Walls, LVT, Hybrid, Laminate, Engineered timber, Solid timber, Sanding & finishing
	Commercial Carpet of the Year - Woven, Tufted, Carpet tiles, Needle punch carpet
	Residential Hard Floor of the Year - Vinyl sheet, LVT, Hybrid, Laminate, Engineered timber, Solid timber, Sanding and finishing
Yes	Residential Carpet of the Year - Woven, Tufted, Carpet tiles, Garage carpet

General Information

Flooring business name	XYZ
FloorNZ membership number	xxx
Project or Client name	123
Clients' permission for this entry	Yes
Date project completed	31 st July 2026

Provide company names below (where relevant; must be FloorNZ members)

Please take the time to accurately list all FloorNZ Partner products that you have specified/used in the project.

Floor covering manufacturer/supplier name(s)	X
Company name that is contracted to supply and install the floor coverings for the client	XX
Company name(s) that supplied preparation/installation materials	XXX

Permission from these companies for this entry:	Yes
Floor coverings name(s) and type	XXXX

List key people who should be acknowledged, their role and tasks completed (eg: installers, suppliers, retailers, architects, specifiers, etc)

Business/Organisation	Name	Role	Tasks
X	jack	Installer / foreman	Installation
XX	jill	Account Manager	Product Delivery
XXX	john	Sales personnel	Work with customer or designer
XXXX	jane	Project Manager	Project delivery

Information Provided for Judging

This form must not include the business/floor covering/materials used name or logo

Building type	New Residential
Flooring areas	All Bedrooms, Halls & Living Rooms
Floor covering type(s)	Carpet
Brief or design considerations from the client/designer/architect:	
Examples: Natural or synthetic make up Any eco design requirements Texture type to match design/theme/rural/urban Carpeted areas will have high UV exposure Consideration on living - retired couple or young family	
Provide a brief description of the process undertaken and any challenges that occurred. If available, provide any documentation on any pre-testing, site conditions and/or correspondence with the client builder. <i>(eg: floor plans, specifications, work orders, special instructions, etc. Please upload clearly labelled documents to Attachments tab):</i>	
Blank out your business name for any of the following: Architect's project brief Architect's specifications Floorplan with highlighted areas Floorplan illustrates seams layout Work Order/job sheet for the Installer	
Is there anything else we should know about this project?	
Onsite challenges included access, ambient temperatures, installation timeframe, significant floor prep to match high project specification (provide details).	

Photos

Remember your photos or videos submitted **MUST** make your work shine. They need to be in focus and support the scope of work undertaken.

Photos or videos must not include the business / floor covering name or logo.

Please provide up to 30 high resolution photos of your entry (these can be uploaded to the Attachments tab).

	Yes/No/Not applicable
Photos during installation	Yes
Photos of completed project or areas of a project	Yes
Main area photos	Yes
Preparation and set out work if available	Yes
Isolated area photos. Close up view of a range of seams including the welding of flat and coved seams, plus both external and internal mitres	Yes
Finishing at edges	Yes
Seams/matching	Yes
Cutting and fitting to any flat edges	Yes
Feature/design work	No

Attachments

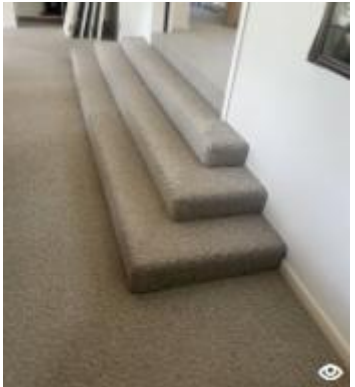
Ensure all files (including photo's and video's) are clearly labelled with the **project or client name** and the **file description before uploading**. And ensure all files and file names **do not include** the business / floor covering name or logo. FloorNZ takes no responsibility for files omitted from judging packs due to insufficient file naming.

Please also upload the best quality version of **your logo** possible (file format JPEG, JPG, PNG or PDF), and ensure the type of attachment selected is Logo.

No requests for additional/omitted information will be made by FloorNZ after entries close. Please ensure you enter early and submit all relevant documentation at the time of entry.

Material may be supplied as follows:

1. Maximum file size is 20MB per piece. Acceptable file formats for uploading include PDF, DOC, MP4, MOV, AVI, JPG, JPEG, TIF, TIFF, PNG, PSD, EPS and RAW files.
2. Video attachments may be hosted on a video site such as YouTube or Vimeo.
3. Please do not upload any further written material as the judges will not consider these. The written component of your entry should be fully explained within the provided form fields.

Photo 	Photo 	Photo 
Other 	Photo 	Photo 
Photo 	Video 	Logo 
Other	Other	Other