



BIID INTERIOR DESIGN AWARDS 2024 TERMS AND CONDITIONS

4 January 2024



Introduction:

1. The BIID Interior Design Awards ('the Awards') is owned and operated by the British Institute of Interior Design ('the BIID'). The BIID is a company registered in England & Wales, company registration number 00860708. Its registered office is Summit House, 170 Finchley Rd, London NW3 6BP. Its address for correspondence is 50 Liverpool Street, London EC2M 7PY.

The Awards:

2. Awards will be given for 7 regional categories:

- a. Central London
- b. Greater London
- c. Midlands & East Anglia
- d. North & North West
- e. Scotland & Northern Ireland
- f. South East
- g. South West & Wales

3. The categories are based on postcodes. A full list of postcodes and their associated regional categories is available on the BIID's online platform. A project should be entered based on the postcode of the completed project, not the postcode of the design practice entering it.

4. All entries made in each regional category will also automatically be entered for consideration for 2 additional Awards categories – Interior of the Year Prize and the Anna Whitehead Prize for Sustainability.

5. A total of 7 regional Awards will be given out (one for each of the regions mentioned above), in addition to an Award for the Interior of the Year Prize and the Anna Whitehead Prize for Sustainability. In addition, if the judges decide that a project is particularly worthy of commendation, despite not being given one of the 9 Awards described above, it may be given a Highly Commended designation.

6. Each of the 9 main Award winners will be given a custom-made Award trophy. If there are any Highly Commended projects, they will be awarded a certificate. All Award winners and those given a Highly Commended designation will be publicised on the BIID website and communication channels, in addition to a press release being issued. In addition, all Award winners and those given a Highly Commended designation will be provided with a unique Awards logo which may be used for publicity purposes.



Eligibility to Enter:

7. Any interior design and/or architecture practice, whether based in the UK or elsewhere, may enter the Awards.
8. An individual who is a BIID Director, Shortlist Panel judge or Judge for the Awards may not submit an entry for the Awards on behalf of their practice. A Site Assessor for the Awards may submit an entry for the Awards on behalf of their practice, but they may not assess any entries in the region they are submitting an entry to. Otherwise, any individual who is an owner or employee of an interior design and/or architecture practice can enter their practice for the Awards. The BIID will be entitled to assume that the individual entering a practice for the Awards is authorised to do so.
9. An entry for the Awards must relate to a specific interior design project carried out by the practice that is entering ('the Entrant'). To qualify for entry, the interior to which the project relates must be located in the UK and implementation of the project must have been completed between 1st January 2022 and 31st December 2023. Only projects in respect of which implementation was completed during that period may be entered. Unfinished or unrealised projects are not eligible. An Entrant may submit several entries, each relating to a different qualifying project.
10. All Entrants must secure the consent of the client who commissioned the project to have their project entered in the Awards. The BIID reserves the right to ask for proof of such consent.
11. Entrants are required to provide information about their design practice. They must also provide information about size and location of the project(s) entered, and the design process, and provide images, photographs, and technical drawings from the project(s). Entrants are able to save, edit and revise their entry application before they submit it.
12. Entries will open at 12.00pm GMT on 4th January 2024 and close at 11:59pm GMT on 10th April 2024.
13. All entries must be completed, and the entry fee paid in full by the entry deadline in order to be considered.
14. All entries must be made and completed exclusively via our online platform at <https://biidawards.awardsplatform.com/>
15. The early bird fee (from 4th January 2024 up to and including 13th March 2024), for each project entered, is £125 for BIID members and £250 for non-members (excluding VAT) the standard price fee (from 14th March 2024 to 10th April 2024), is £175 for BIID members and £300 for non-members (excluding VAT) subject to paragraph 12 above. All payments must be made via credit or debit card. The BIID is unable to accept payments via bank transfer, cheque, cash, or any other method.
16. By submitting an entry and paying the entry fee the Entrant is fully and unreservedly agreeing to these Terms and Conditions.
17. The BIID reserves the right to disqualify an entry if, after an investigation, it appears that the entry contained inaccurate or misleading information, or the Entrant has in the opinion of the BIID (acting reasonably) behaved in a manner contrary to the rules or the spirit of the Awards. If the BIID disqualifies any entry, it may also disqualify other entries made by or on behalf of the same Entrant.
18. If you wish to withdraw an entry please contact awards@biid.org.uk



Assessors and Judges:

19. The Site Assessors will be an appointed panel of experts to visit projects and the Shortlisting Panel and Judges will be an appropriately qualified panel to conduct the final judging, with all appointments conducted by the BIID.
20. All assessors and judges will be required to declare any conflicts of interest and recuse themselves from assessing or judging particular projects if there is a conflict.
21. The names and biographies of the Judges will be published on the BIID website.

Judging Process:

22. The judging process will take place in three phases:
 - a. Shortlisting: All entered projects will be reviewed and shortlisted by the Shortlisting Panel.
 - b. In person visits: All shortlisted projects will be visited in person by a Site Assessor (see below).
 - c. Final judging: Once all shortlisted projects have been visited by a Site Assessor, the final judging will take place where the winners of each category will be determined.
23. In addition to determining the winning projects for each of the 7 regional categories, Interior of the Year Prize, and Anna Whitehead Prize (see above), the Judges may also recognise projects that deserve to be noted as Highly Commended.

In Person Visits:

24. Site Assessor visits to shortlisted projects will be conducted in June, July, and August 2024. It is anticipated that each visit duration will be between 30 minutes and 2 hours, depending on the size of the project. A representative from the Entrant design practice must be in attendance on site during the visit. The BIID will endeavour to agree a date and time that is convenient for both the Entrant's representative and the owner of the relevant premises, or their authorised representative.
25. If the BIID is not able to arrange an in person visit to a shortlisted project in accordance with the requirements described above; the project will be withdrawn from consideration for the Awards. The BIID will inform the Entrant accordingly.



Awards Ceremony:

26. The Awards will be presented at a ceremony in Central London on 17th October 2024.
27. Tickets for the Awards ceremony must be purchased separately. Entry to the Awards does not guarantee a place at the Awards ceremony.

Judges' Decisions Final:

28. The Judges' decisions are final, and no correspondence or discussion will be entered into.
29. Nor, unfortunately, will the BIID be able to give feedback to unsuccessful Entrants.

Publicity and Intellectual Property:

30. The shortlisted projects will be announced in May 2024.
31. The BIID must either publish or make available information that indicates that valid awards took place. To comply with this requirement, the BIID will publish details about all the winning projects on its website on or around 18th October 2024.
32. By entering a project for the Awards, the Entrant grants permission for the BIID to use the project summary and final project photographs supplied in the entry on its website, on social media, in the BIID newsletter and in other communication channels used by the BIID. In addition, the Entrant agrees to the BIID sharing the text and photographs supplied with other selected organisations/individuals, such as media organisations, for the purposes of promoting the Awards..
33. Each Entrant represents and warrants that it has the right to permit use of the project summary and final project photographs as above, and that such use will not infringe the copyright or other rights of any third party.

Data Protection:

34. All personal data collected by the BIID in connection with the Awards will be processed in accordance with the BIID Privacy Policy which is viewable on the BIID's website.
35. The address of any private residence that is entered for the Awards for the purposes of arranging an in-person Site Assessor visit will be kept in the strictest confidence and will only be shared as necessary for conduct of the Awards including, for example, to arrange assessor visits.



Other Terms:

36. The BIID does not accept responsibility for Awards entries that are lost, mislaid, or not validly and completely submitted, regardless of cause, including, for example, as a result of any equipment failure, technical malfunction, communications systems failure, or computer hardware or software failure of any kind.
37. The BIID reserves the right to hold void, suspend, cancel, or amend the Awards and to amend these terms and conditions at any time. Without limiting the scope of this paragraph, the BIID may amend the regions referred to above, or the number of them, and may amend the prizes awarded to winners. The BIID will communicate any changes it makes to Entrants by email.
38. These terms and conditions shall be governed by English law, and the Entrant and the BIID submit to the exclusive jurisdiction of the courts of England and Wales.

The background features several overlapping, semi-transparent geometric shapes. A large, light blue trapezoidal shape is positioned in the upper right. Below it, a light green trapezoidal shape is visible. In the lower right, there is a light purple trapezoidal shape. A light yellow trapezoidal shape is located in the lower left. The shapes are defined by thin, light-colored outlines and overlap in a way that creates a layered, architectural effect.

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