



QS Awards 2022 Application Form for Project

The quantity surveying profession evolved in the Hong Kong construction industry some eighty years ago. Over the decades, many quantity surveyors have dedicated their time and effort to escalating the professionalism of quantity surveyors, developing and strengthening the regime of quantity surveying, and the collaborations with the government and other professional disciplines. The professional quantity surveyor is one of the important pillars of the local construction industry.

The QS Awards 2022 is the first of its kind organized by the Quantity Surveying Division of the Hong Kong Institute of Surveyors.

After completion of this Application Form, please upload the signed form with the other submission materials to the applicant's personal drive and email the download link to the designated email: **submission@hkis-qsawards.com** with the subject name marked as "**QS Awards 2022 – Project Application**" containing the digital copies in pdf format, and all the documents required in the Application Form.

Application Deadline: **8 July 2022, 12 noon (Hong Kong Time/ GMT +8)**

(Late submission will not be considered)

For enquiries, please contact

QS Awards 2022 Secretariat Office

Tel: +852 2159 4178

Email: info@hkis-qsawards.com

1. Details of Applicant

Company Name (English)*

Company Name (Chinese) *

Company Address*

Address Line 1

Address Line 2

Name of Contact Person*

Salutation*

First Name*

Last Name*

Position of Contact Person*

Office Telephone No. of Contact Person*

Mobile Phone No. of Contact Person*

Contact Email of Contact Person*

II. Details of the Project

*Please (✓) the Award Categories that you would like to apply for your project

- QS Contract Management Awards (Clients and Consultants)
- QS Contract Management Awards (Contractors)
- QS Awards (Innovation)

Name of Project (English)*

Amendment on the name of project is not allowed after submission of the Application Form

Name of Project (Chinese)*

Amendment on the name of project is not allowed after submission of the Application Form

Project Address*

Address Line 1

Address Line 2

Completion Date of Project*

Day

Month

Year

The project should have been certified practically completed or substantially completed in accordance with the provisions of the contract regarding practical or substantial completion on a date within 1 July 2017 to 30 June 2021 (both dates inclusive). For clarification, a partially completed project including sectionally completed project is, for the purpose of eligibility, not regarded as practically and substantially completed satisfying the condition regarding project completion.

[NOTE: This condition about the date of project completion is not applicable to the applications for QS Awards on Projects in Innovation (updated as at 31 May 2022).]

Project Contract Administration and Financial Management Team

(Please specify the member with HKIS membership)

Team Leader	Surname	Other name	Company	FHKIS / MHKIS / AMHKIS / Probationer of HKIS
Team member 1	Surname	Other name	Company	FHKIS / MHKIS / AMHKIS / Probationer of HKIS
Team member 2	Surname	Other name	Company	FHKIS / MHKIS / AMHKIS / Probationer of HKIS
Team member 3	Surname	Other name	Company	FHKIS / MHKIS / AMHKIS / Probationer of HKIS
Others (please add rows as appropriate)	Surname	Other name	Company	FHKIS / MHKIS / AMHKIS / Probationer of HKIS

Project Full Team List

Developer	
Architect	
Consulting Structural Engineer	
Consulting MEP Engineer	
Consulting Quantity Surveyor	
Others (please add rows as appropriate)	
Contractor	

Each application should provide a brief description of the Project in not more than 100 words for the marketing and promotion purpose of the QS Awards 2022.

III. Declaration & Signature

Declaration of the Applicant

1. I/We have carefully read and understood all the content in the QS Awards 2022 web page (web page address: <https://hkis-qsawards.com>) before completing this Application Form.
2. I/We undertake to comply with the relevant requirements and arrangements as set out in the QS Awards 2022 web page (web page address: <https://hkis-qsawards.com>).
3. I/We agree that the information provided in this Application Form may be used by the QS Awards 2022 Organisation Committee for statistical survey or research or promotion, and I/we may be contacted for such a purpose.
4. All the above particulars provided in this Application Form are true and correct.
5. The application will not be considered if it does not fulfil any part of this Declaration.
6. I/We agree that the decision of the QS Awards 2022 Organisation Committee and the Jury Panel will be final and binding on the eligibility of the application and the granting of the awards.

Applicant's Signature.....

Date

IV. Points to Note

A. Submission Details

All submissions must be uploaded to the Applicant's personal drive and email the download link to the designated email: **submission@hkis-qsawards.com** with the subject name marked as **"QS Awards 2022 – Project Application"** containing the digital copies in pdf format, and all the documents required in the Application Form.

Submission must contain:

- (i) Completed application form in PDF format and duly signed.
- (ii) The name, contact email and phone number of the Nominators.
- (iii) Nomination written statement by one of the project participants in support of the application irrespective of the nominator is in the joint names of the application. (updated as at 31 May 2022)
- (iv) Application document must be within a maximum of 20 pages of content materials in A4 (photos, charts, programmes or other illustrations can be on A3) size, as deemed appropriate, for each applied project and with not more than 2,000 words to illustrate the relevance and merits in meeting the assessment criteria. (updated as at 31 May 2022)
- (v) A minimum of 6 digital images showing the applied project. (Format: ".jpg", image resolution no less than 350 dpi)
- (vi) Written consent from the client of the project under application in disclosing the project particulars for the participation in the QS Awards 2022.
- (vii) Written consent from the Applicant to disclose the project particulars to the QS Awards 2022 Organising Committee and the Jury Panel for the assessment of the eligibility of admission and award.
- (viii) Logos of the companies of the project team members. (Format: ".ai" and ".jpg", image resolution no less than 350 dpi)

B. Application Fee

1. Please note that the application fee shall be settled within 2 weeks after submission of Application Form.
2. **Application fee: HKD2,000 for each application and is non-refundable.**
3. Submission will only be considered valid upon receipt of payment by the HKIS and confirmation of payment from the HKIS to the Applicant.
4. Please prepare a crossed cheque payable to **"Surveyors Services Limited"** and mail to:

Secretariat Office of HKIS QS Awards 2022

Unit 1103, Level 11, Everglory Centre,
1B Kimberley Street, Tsim Sha Tsui,
Kowloon, Hong Kong

You may refer to the **QS Awards 2022 Website** (www.hkis-qsawards.com) for more details.

Should you have any enquiries about the Application Form, please feel free to contact Secretariat Office during office hours (Mon to Fri: 10am-6pm) at Tel: (852) 2159 - 4178 or email to info@hkis-qsawards.com

*Request for Receipt for QS Awards 2022 application fee

Receipt

Submission Checklist

Please check that the following submissions are included in your application.	
<input type="checkbox"/>	Project information (e.g. drawings, digital images, design visuals, complimentary documents from project participants, etc.) that the applicant considers are relevant to the assessment of eligibility of admission and award.
<input type="checkbox"/>	Written statement for illustrating that the requirements in the assessment criteria are satisfied.
<input type="checkbox"/>	Project documents indicating that the project is practically (or substantially) completed within the period from 1 July 2017 to 30 June 2021 (both dates inclusive). [NOTE: This condition about the date of project completion is not applicable to the applications for QS Awards on Projects in Innovation (updated as at 31 May 2022).]
<input type="checkbox"/>	Written consent from the client of the project in disclosing the project particulars for the participation in the QS Awards 2022.
<input type="checkbox"/>	Written consent from the applicant to disclose the project particulars to the HKIS and the Jury Panel for the assessment of the eligibility of admission and award.
<input type="checkbox"/>	Written nomination support statement from one of the project participants for the applicant in the application to the QS Awards 2022. (updated as at 31 May 2022)
<input type="checkbox"/>	Brief description of the project in not more than 100 words summary for marketing and promotion purposes of the QS Awards 2022
<input type="checkbox"/>	A cheque of HK\$2,000 payable to "Surveyors Services Limited".

~ Thank you for your support ~