

Best of NeoCon® 2016 entry rules

This Contest is void where prohibited by law.

NeoCon® June 13-15, 2016



By participating in the Contest you explicitly agree to the following terms and conditions: You explicitly grant Emerald Expositions, LLC a perpetual, worldwide, fully paid-up, royalty free license to reproduce, publish, perform, and otherwise display the designs and photographs contained in your entry on www.contractnetwork.com and contractdesign.com and in any and all media now known or hereafter developed for purposes described in the entry form.

Prizes may not be redeemed for cash and no substitutes will be permitted except by Emerald Expositions, LLC which reserves the right to substitute any prize for one of comparable value.

Prizes may not be transferred. Any taxes on the prizes and any expenses not stated related to the acceptance and use of a prize will be the sole responsibility of the winner.

Entries, including designs and photographs must be original and the sole property of the entrant.

Entry form deadline is May 2, 2016; with an extension deadline of May 16, 2016; and final date for image upload is May 20, 2016.

By submitting your entry and participating in the Contest, (a) you warrant and represent that the designs and photographs submitted are your original work, that you own all rights thereto and that they do not infringe any proprietary right, including but not limited to copyright, trademark and rights of publicity and privacy, of any party; (b) you shall indemnify, defend and hold harmless Emerald Expositions, LLC, its affiliates, subsidiaries, agents, representatives, and their respective directors, officers and employees (collectively, "Affiliates") from and against any claim, liability, injuries, losses, costs (including reasonable attorneys' fees) or damages, including but not limited to claims of copyright or other intellectual property infringement, resulting, in whole or in part, directly or indirectly, from your participation in the Contest and your submitted designs and photos; (c) you shall abide by the official rules and the decisions of Emerald Expositions, LLC and its agents, and the judges, which shall be final in all matters relating to the Contest; (d) you irrevocably release Emerald Expositions, LLC and its Affiliates from and against any losses, liabilities, damages, claims and actions of any kind, including without limitation, personal injury, death, and property damage, resulting directly or indirectly from the acceptance and use of a prize and/or participation in the Contest; (e) you acknowledge that Emerald Expositions, LLC has not made any representation, warranty or guaranty, expressed or implied, in fact or in law, relative to the prizes, other than as stated in the official rules; (f) if you are a winner, you consent to Emerald Expositions, LLC's use of the winner's name and location and the names and images of the individuals using the prizes, for advertising and promotional purposes in all media now existing or developed in the future, including contractmagazine.com website, and upon request will provide the consent in writing to such use of any individual utilizing the prize; and (g) you acknowledge that Emerald Expositions, LLC and its Affiliates are not responsible for late, lost or misdirected mail or entries or for any event beyond their control which may disrupt or delay the Contest or the prize. If for any reason this Contest is not capable of running as planned due to acts beyond the control of Emerald Expositions, LLC, including acts of force of nature, acts of war, domestic terrorism, fraud, technical failures, or any other causes beyond the control of Emerald Expositions, LLC, which corrupt or affect the administration, security, fairness, integrity, or proper conduct of

the Contest, Emerald Expositions, LLC reserves the right, at its sole discretion, to terminate or cancel the Contest and to select winners from among entries legitimately received prior to the event causing the termination or cancellation.

The Best of NeoCon® 2016 honors new products introduced to the U.S. market since the close of NeoCon® 2015. There are 42 product categories. It is sponsored by Contract magazine and co-sponsored by IIDA, IFMA, Merchandise Mart Properties, Inc., and The McMorrow Reports for Facilities Management.

Eligibility: Manufacturers who are tenants and exhibitors at The Merchandise Mart during NeoCon are eligible to enter new products that are to be exhibited at The Merchandise Mart, Chicago, on June 13-15, 2016.

Each entry must be the work or property of the Contest entrant (manufacturer), or submitted by a firm authorized to represent the manufacturer (industrial designer). By entering the Contest, entrant represents, acknowledges and warrants that the submitted images are the property of the submitter, that the images do not infringe on the copyrights, trademarks, moral rights, rights of privacy/publicity or intellectual property rights of any person or entity, and that no other party has any right, title, claim or interest in the images.

Employees of the Sponsors and each of their affiliates, subsidiaries and agents, and their immediate family members (spouse, parent, child, sibling and their respective spouses, regardless of where they live) or persons living in the same households of such individuals, whether or not related, are not eligible to enter. Entrants must be at least 18 years of age as of the date of entry. CONTEST IS VOID WHERE PROHIBITED.

Product Introduction

Contract products (non-residential) entered in the competition must be new to the U.S. market since June 13, 2015, the close of NeoCon 2015. NO PROTOTYPES. Products should have SKU numbers and must be available for shipping by December 15, 2016.

The competition is open to contract furniture and furnishings manufacturers and importers that are official NeoCon 2016 participants via permanent showroom space or temporary 7th floor market suite space in The Merchandise Mart. Each entrant/manufacturer must have an official exhibitor contract with The Merchandise Mart.

Number of Entries per Manufacturer: Unlimited

The sponsors of the Best of NeoCon have determined that each manufacturer/brand may enter as many products into the competition in as many categories as they wish. Any product may be entered in one or more categories as the product fits and products that cross categories may be entered into different categories, where they will be evaluated by different teams of jurors. **If a product is entered into an additional category, an additional entry fee must be paid and an additional digital form must be completed for each entry.** In summary, there are NO LIMITS to the number of products any manufacturer participating in the Best of NeoCon 2016 Competition may enter.

Fees & Deadlines

Entry Fees: A Level One entry fee is \$1700.00; a Level Two is \$450.00.

There are **3 deadlines** for receipt of entries. Please review carefully.

Monday, May 2: First deadline for upload of entries.

Monday, May 16: Extension deadline with \$25.00 late fee for entries uploaded after May 2nd. No more entries accepted after midnight on May 16th.

Friday, May 20: Final Deadline to upload images. If no image appears online after May 20th the Competition will delete the entry and refund entry fees.

Entry Forms: Entry Forms can be completed online on the [Contract Network](http://www.contract-network.com), (www.contract-network.com). Entry forms should be submitted online by the end of the day, **Monday, May 2, 2016**. Entry forms received after Monday, May 2, will incur a \$25.00 late fee, starting on May 3rd.

NEW: The competition will CLOSE to all entries on **Monday, May 16** at 5:00 p.m. EST. There will be no exceptions. The Contract Network will NOT re-open to accept entries after May 16th.

Images: High-resolution and low-resolution digital product images are required and also must be uploaded to the Contract Network. If the final images are not ready with the entry form on Monday, May 2, the deadline for upload of a digital image is: **Friday, May 20**.

If a manufacturer cannot comply with the May 20 image upload date, then the Best of NeoCon entry should be withdrawn from the Competition by the Manufacturer.

If no action is taken, Competition Management reserves the right to remove/delete the entry and refund the entry fees.

Category Assignment

Each product is reviewed online by the Competition management team. If the competition director deems a product better suited to another category, an e-mail will be sent to the entrant requesting a phone call to review the product's merits so we can define the best category for judging. Sometimes we determine it should be entered in more than one category. Sometimes after the jury receives the presentation, they determine that it is better positioned for another category. The entry will be handed off to the team for that category, and the other jury will come to the showroom or market suite to review the product.

Multiple Category Entries

For any product entered into more than one category, it is very likely that it will be judged by separate jury teams. The first team to arrive will tell you which category they are judging. A second team will follow during the floor-based time schedule to judge it in the next category. Please be certain the product presenter remains in the showroom/market suite until all categories entered are judged.

Note: If a product is entered into an additional category, an additional entry fee must be paid and an additional form must be completed for each entry.

Two levels of participation in entering the Best of NeoCon® 2016

Level 1 \$1,700.00: Best of NeoCon Entry & Contract-Network Mini-Site

Level 1 product entrants receive a mini-site, which enables visitors to link directly to the entrants'

site for expanded product information, and priority visibility/screening at the top of the [Contract-Network](http://www.contract-network.com) web site (www.contract-network.com), and positioning at the top of the Product Category so visitors will see Level 1 entries. This also includes one product entry fee in one category, entrant signage at The Merchandise Mart, listing in the Best of NeoCon Product Guide, and one image of the Best of NeoCon product entry on Contract-Network.com through March 2017, which enables visitors to link directly to the entrants' site for expanded product information.

If a manufacturer wishes to enter the same product into more than one category, the entry steps are duplicated for that category entry, perhaps with new text about why it can also be judged in a second or third category. It is duplicated on the Contract-Network web site in the additional category and reviewed by two different juror teams who examine the product based on its merits in the given category.

Entries received **after Monday, May 2, 2016**, will incur a \$25.00 late fee. The competition will CLOSE to all entries on **Monday, May 16** at 5:00 p.m. EST. There will be no exceptions. The Contract Network will NOT re-open to accept entries after May 16th.

Level 2 \$450.00: Best of NeoCon Entry

Level 2 product entrants will appear after Level 1 in the Product Category. Level 2 includes product entry fee, entrant signage at The Merchandise Mart, listing in the Best of NeoCon Product Guide, and one image of the Best of NeoCon product entry on Contract-Network.com through March 2017.

If a manufacturer wishes to enter the same product into more than one category, the entry steps are duplicated for that category entry, perhaps with new text about why it can also be judged in a second or third category. It is duplicated on the [Contract Network](http://www.contract-network.com) web site in the additional category and reviewed by two different juror teams who examine the product based on its merits in the given category.

Entries received **after Monday, May 2, 2016**, will incur a \$25.00 late fee. The competition will CLOSE to all entries on **Monday, May 16** at 5:00 p.m. EST. There will be no exceptions. The Contract Network will NOT re-open to accept entries after May 16th.

A note about *Contract* magazine editorial consideration

If you wish to have EDITORIAL consideration for your NeoCon product in the May issue of *Contract*, those images, logos, and text are due Thursday, April 14, 2016, to the editorial staff. Please email to: Contractmag@gmail.com

Co-mingling of Best of NeoCon entry information and editorial materials is not permitted.

They are separate entities. All materials for entry into the Best of NeoCon are contained separately at www.contract-network.com.

Images & Logos

Level 1 and Level 2 entry images should post to the Contract-Network by **Friday, May 20**.

Images: High-resolution and low-resolution digital product images must be uploaded to the Contract Network. If the images are not ready with the entry form on Monday, May 2, the deadline for upload of a digital image is: **Friday, May 20**.

If a manufacturer cannot comply with the May 20 image upload date, then the Best of NeoCon entry should be withdrawn from the Competition by the Manufacturer. The Manufacturer must email bestofneocon@gmail.com to notify the Contest to withdraw/delete the entry. Competition Management reserves the right to remove/delete the entry and refund the entry fees.

All color high-resolution and low-resolution images and manufacturer logos will be uploaded directly to the [Contract Network](#) in the course of the online entry process for the Best of NeoCon.

Following the specs provided, entrants are required to upload a **low-resolution web-ready jpg image** directly to the [Contract-Network](#) for online display by product category.

Further, each product requires upload of a **high-resolution jpg image** on the Contract-Network. The Winners digital presentation (Prezi format) at the Awards Breakfast requires high-resolution jpg images that provide a larger, crisper, and better-defined presentation of winning products.

For a **Level 1** entry (\$1,700), products get priority visibility/screening at the top of the Contract-Network web site. When clicking on the name of a product category, visitors will see Level 1 products display first. When searching for a manufacturer, visitors will see Level 1 manufacturer names highlighted in yellow. In addition there is a separate listing of Level 1 entries only. When a visitor views a product image and clicks on the company name, they will arrive on the mini-site which displays a company logo, product images, and more product information.

Low-Resolution Web-Ready Images on Contract-Network

All product entrants require a low-resolution web-ready color image that also can be a computer-generated image. This is the display image of the product on the Contract Network web site.

Upload any .gif, .jpg, .jpeg, or .png image that is smaller than 2 MB. It **MUST** be sized 480 x 360 pixels. RGB files only, no CMYK. Do **NOT SUBMIT A SMALLER IMAGE than 480 x 360 pixels**, or it will be dwarfed and surrounded by white space while neighboring/competitor product images will fill the entire space. Contract-Network.com seeks a uniform appearance for all product entries.

Company Logo

All product entrants require a high-resolution company logo. **Upload a high-resolution company logo in EPS or 300 dpi .jpg. It will be used for display with the mini-site, and the competition may need it for other purposes.**

High-Resolution Images for all products in the Best of NeoCon

Upload a High-Res .jpg Product Image. It MUST be sized 5 inches wide or tall; set to 300 dpi, and under 5 MB.

When a product wins a Best of NeoCon® Award, the high-resolution image submitted via [Contract-Network.com](#) site will be used immediately in the digital presentation (Prezi) of the Best of NeoCon® Awards winners. Best of NeoCon® entrant product images also may be used in promotional posters/floor posters in The Merchandise Mart and in the pages of *Contract* magazine.

Winning manufacturers will have the opportunity to submit new photography for online and print publication use after NeoCon.

Payment & Receipt

Payment is made online BEFORE the entry form(s) can be accessed.

On the Contract Network, www.contract-network.com, manufacturers/entrants will:

Order the number of entries;

Order an upgrade from a Level 2 \$450 entry to Level 1 \$1700 mini-site;

Order a Product Advertisement (deadline: April 20, 2016) in the May issue of *Contract's Official NeoCon Product Preview*; (materials due: April 25, 2016).

Order a Product Advertisement in the Best of NeoCon Product Guide—the at-show booklet with lists of all entrants and winners distributes 8:00 a.m. on Monday); and

Order Awards' Breakfast tickets.

Upon check-out for payment, a receipt will be e-mailed to you. After payment is received, the upload of product/entry information begins.

If your company has an advertising relationship with *Contract* magazine, contact your sales representative BEFORE beginning the entry process, as they may arrange entry invoicing directly as volume discounts may apply.

Entry fees are not refundable after judging has taken place.

Judging Process & Criteria

Teams of interior designers/architects, many of whom are IIDA members, and facilities executives, many of whom are IFMA members, will examine products in showrooms and market suites.

The qualities/criteria used that are being evaluated and rewarded for each product are based on:

Functionality; Flexibility; Quality/Durability; Aesthetics; Innovation; Environmental Sustainability; and List Pricing.

The objective criteria used to judge the competition entrants is based upon the written information submitted by each manufacturer on the entry form regarding product qualities. The manufacturer will have the opportunity to present that information in person when demonstrating those qualities to the jury in the Merchandise Mart showroom or Market Suite.

The jury, experienced and vetted industry specifiers, apply their institutional industry product knowledge to the products that are presented to them for evaluation.

Awards are Gold, Silver, Best of Competition, Editors' Choice, and Innovation.

Judging will be conducted BY FLOOR at designated times for each floor. (Please refer to the timetable below). Manufacturers will have 7 to 15 minutes to present their products to the jury, based on the product category or the complexity of the product.

CRITICAL NOTE: The judges will be conducting in-person judging on up to 375 products for 22 hours over three days and four floors of The Merchandise Mart in order to announce winners

at 8:00 a.m. on Monday, June 13th. Please note and provide product presenters the schedule for when the jury will be on your company's showroom floor or 7th floor Market Suite. Manufacturers must designate a product presenter to be available in the showroom at the designated judging time based on floor location. The Best of NeoCon Competition is not able to grant "pre-scheduled" judging times.

IMPORTANT: PLEASE READ CAREFULLY

The Best of NeoCon® 2016 anticipates up to 375 product entries. Because time for judging is limited, each manufacturer must designate three persons who are prepared to guide jurors to the product and answer questions.

Each NeoCon Floor will have a dedicated time slot. Please review judging times by floor (page 11) and make arrangements for designated product presenters to be in the showroom/market suite to present the product when the jury arrives. Please make presenter arrangements BEFORE submitting the entry form. We receive numerous calls indicating the presenter cannot be there during the designated time, so please contact them now and plan flight schedules.

Please designate the ideal presenter and train an alternate person as presenter in the event of an emergency or travel delays. This may require scheduling air travel flights and reserving hotel rooms for arrival up to four days before NeoCon officially opens. Please understand that jurors will be reviewing up to 375 products over 22 hours over three days on four floors in order to announce winners at 8:00 a.m. on Monday, June 13th.

Failure to follow all entry rules may disqualify entries.

2016 Best of NeoCon PRODUCT JUDGING TIME SCHEDULE

Thursday, June 9

1:30 p.m. - 5:30 p.m. 11th floor

Friday, June 10

8:30 a.m.-12:30 p.m. 10th floor

1:30 p.m. -5:30 p.m. 3rd floor

Saturday, June 11

8:30 a.m.-10:30 a.m. 7th floor Booths 7-1140 to 7-6140

10:00 a.m.-12:30 p.m. 7th floor Booths 7-6141 to 7-9999

12:30 p.m.-2:30 p.m. Jurors deliberate to determine finalists for Best of Competition

3:00 p.m.-5:30 p.m. Finalists for Best of Competition reviewed by total jury

Best of Competition Process

Of the eight jury teams, five teams usually are able to nominate a Best of Competition Product Finalist. A member of the team makes the case for other teams to evaluate their product as a candidate for Best of Competition. Once all cases are made and the collective jury agrees, finalist manufactures are called. **ONLY IF a product is a Best of Competition Finalist, will the manufacturer receive a phone call.** Between 2:30 and 4:00 p.m. on Saturday, we will call the cell phone numbers of the three people listed as presenters for the product. Only one of them needs to return to the showroom/market suite to meet the entire jury of approximately 50 people who will receive finalists' product presentations to determine the overall Best of Competition. We move as a group in the Mart from showroom to showroom until all finalist presentations are completed.

The jury gathers again and a democratic run-off vote is held to determine The Best of Competition, usually by 5:30 p.m. on Saturday. The jurors, Contract editors, and Competition director, are sworn to secrecy until we announce the winners at The Best of NeoCon Awards Breakfast on Monday morning. The Contract Editor and Publisher are not informed until late on Sunday night.

Awards

The Competition anticipates one Gold Award and one Silver Award in each category. The jury reserves the right to not designate an award if a category overall receives low scores. There are also Innovation Awards, Editors' Choice Awards and one Best of Competition Award. The Jury reserves the right to not issue a Gold or Silver Award in categories where products score significantly lower than overall scores indicated for winning products. Competition coordinators and jurors reserve the right to reassign a product entry to a more appropriate category.

The objective criteria used to judge the competition entrants is based upon the written information submitted by each manufacturer on the entry form regarding product qualities. The manufacturer will have the opportunity to present that information in person when demonstrating those qualities to the jury in the Merchandise Mart showroom or Market Suite.

The jury, experienced and vetted industry specifiers, apply their institutional industry product knowledge to the products that are presented to them for evaluation.

The criteria are collectively scored on a scale of 1 (being the lowest) and 10 (being the highest).

Recognition/Prizes

The Best of NeoCon assigns and distributes awards that are recognition-based, not monetary prizes. There is no retail value to the awards.

The awards consist of: Gold, Silver, Best of Competition, Innovation, and Editors' Choice. Most categories will receive a gold and silver award. In categories with few entries or very low-scoring entries, the jury reserves the right to give gold only, or silver only, or no award.

The physical representations of the Awards consist of showroom signage and certificates. The digital representations of the awards consist of a digital winners' presentation that is viewed at the Awards Breakfast, in the Merchandise Mart at 3 locations during NeoCon, and online at various sites such as: contractdesign.com, contract-network.com.

Digital winner logos and digital certificates are electronically distributed to winners within four hours of the Awards breakfast on Monday, June 13, 2016.

The number of awards can range from one to four per category; in most cases, there is one gold award and one silver award. However, ONE product will receive both the gold award in its category and the Best of Competition (overall) award. Some products will also receive an innovation award or editors' choice award. In a typical awards program, there are 65 to 75 awards out of an average of 350 entrants per year.

A Best of NeoCon® Product Guide will be distributed to exhibitors and attendees throughout The Merchandise Mart at 8:30 a.m. on Monday, June 13. All winning entries will be featured on the Contract Network Web site, www.contract-network.com, Contract magazine web site www.contractdesign.com, and in the July/August 2016 Special Edition issue of *Contract* magazine that will be distributed to winners and the magazine's circulation.

Winners List

For the names of the winners, please visit www.contractdesign.com on June 13, 2016 after 12 noon. The winners' names will be posted after the winners have been verified and notified of the win at the Awards Breakfast at 8:00 a.m. in Chicago.

Sponsor

The sponsor of the Best of NeoCon Awards is *Contract* magazine, Emerald Expositions, LLC, 31910 Del Obispo, Suite 200, San Juan Capistrano, CA 92675.

The Best of NeoCon® Awards Breakfast

Winners will be announced on the opening Monday (June 13, 2016) of NeoCon at 7:30 a.m. at the Best of NeoCon® Awards Breakfast at the Renaissance Hotel, One West Wacker Dr. & State St. The editor in chief of *Contract* magazine announces the winners live at the podium while a high-resolution digital presentation features winning products by category. Winners relish the opportunity to arrive at the podium to accept their award certificates and signage among industry peers. As part of each manufacturer's commitment to Best of NeoCon, the competition sponsors' expect that at least one company executive attend the event where winners in all categories will be announced/notified for the first time.

Purchase of the Best of NeoCon® Awards Breakfast Tickets

Manufacturers and designers must create a profile on Contract-Network.com to purchase a breakfast ticket. A manufacturer can easily purchase breakfast tickets when selecting the type of entry level and number of entries for the competition. Winners will NOT be notified via telephone on Sunday afternoon. Typically, 200+ attend the breakfast, now an industry tradition for 26 years, which is noted for its efficient program. Afterward, manufacturers /attendees walk across the street to The Merchandise Mart showrooms by 8:35 a.m.

Please DO NOT CALL The Merchandise Mart, the managers and producers of NeoCon, for anything related to the Best of NeoCon Competition. It is operated by *Contract* magazine with the co-sponsorship and support of The Merchandise Mart.

Technical Questions about Contract-Network:

First: Email Customer Support at: support.goexpo@core-apps.com

If needed, secondly: Call Customer Support at GoExpo: **702.441.0101**

Competition Questions will be answered by the Best of NeoCon team:

Eileen McMorrow, Director (since 1989)

Best of NeoCon® Competition bestofneocon@gmail.com

Calls to: 973.509.7277

Best of NeoCon® 2016 PRODUCT CATEGORIES (42)

ARCHITECTURAL & DECORATIVE GLASS

ARCHITECTURAL PRODUCTS

CARPET FIBER

CARPET: BROADLOOM

(a collection of patterns is a single product entry)

CARPET: MODULAR (tiles)

(a collection of patterns is a single product entry)

CASE GOODS

CONFERENCE ROOM FURNITURE

EDUCATION SOLUTIONS

FILES & MOBILE STORAGE SYSTEMS

FIXTURES (commercial faucets and fixtures; plumbing)

FLOORING: HARD-SURFACE

(includes tile and stone)

FURNITURE: BENCHING

FURNITURE COLLECTIONS for COLLABORATION

FURNITURE SYSTEMS

FURNITURE SYSTEMS: ENHANCEMENTS

(additions/innovations to existing furniture systems)

HEALTHCARE FABRICS & TEXTILES

HEALTHCARE FLOORING

HEALTHCARE: PATIENT SEATING

HEALTHCARE: GUEST/LOUNGE SEATING

LIGHTING: DECORATIVE

accent, chandeliers, down lights, pendants, sconces, wall washers, etc.)

LIGHTING: TASK/DESKTOP, FURNITURE-INTEGRATED

LOUNGE FURNITURE COLLECTIONS

(includes lounge seating and tables)

OFFICE ACCESSORIES

SEATING: BENCHES

SEATING: CONFERENCE

SEATING: ERGONOMIC DESK/TASK
(desk/workstation/task/executive)

SEATING: GUEST

SEATING: SOFAS & LOUNGE

SEATING: STACKING

SIGNAGE & WAYFINDING

SOFTWARE for SPECIFICATIONS
(includes furniture/flooring specification and planning; request a special entry form for this category only
via email to: bestofneocon@gmail.com)

SPACE DIVIDERS/PARTITIONS/SCREENS

SURFACING MATERIALS/FINISHES

TABLES: OCCASIONAL

TABLES: TRAINING & WORK
(height-adjustable)

TECHNOLOGY-INTEGRATED SOLUTIONS

TECHNOLOGY SUPPORT

TEXTILES: UPHOLSTERY

WALLS: MOVABLE

WALL TREATMENTS

WINDOW TREATMENTS: DRAPERY TEXTILES, SHADES & SHADING SYSTEMS

WORKPLACE TECHNOLOGIES
(tech-integration; includes acoustics; not for physical support of technology products)