

**RVC TRANSMITTAL FORM FOR SOCIETY-LEVEL
TECHNOLOGY AWARDS JUDGING**

Date:

To: ChapterPrograms@ashrae.org
CTT Staff Liaison
ASHRAE
1791 Tullie Circle, NE
Atlanta, GA
30329-2305

From: CTT Vice-Chair, Region

The attached Technology Award Form has been reviewed to verify that the following items are in concurrence with the judging guidelines:

Initial	Item
_____	Length (13 letter size, typed one side only, including two-page application form, text, charts, graphics, etc.)
_____	Format (Font: 12 characters per inch or equivalent; double spaced; one inch/2.54 cm margins)
_____	Signatures (From the entrant, property owner and engineer of record)
_____	Submit One (1) copy electronically via email in pdf format
_____	Operation Time (At least one year successful operation)
_____	Commercialism Removed (All references to brand names, architects, engineers, etc. have been deleted)
_____	All Topics Addressed (Non-applicable criteria are so noted)