

# 2010 ISES INDIANA PACE AWARDS

category information and guidelines



## BEST EVENT DESIGN/DÉCOR

This category honors excellence in event design. Design/Décor items included in this category are theme décor, floral design, props, and scenery and/or display design and balloon artistry.

### Budget Categories:

- Under \$25,000 USD
- \$25,000 - \$75,000 USD
- Over \$75,000 USD

### Required Questions:

1. Describe the Event. (2250 Characters)
2. Outline the client's goals and objectives for the event. (1125 Characters)
3. How did you address these goals and objectives through design/décor? (2250 Characters)
4. What challenge(s) arose and how did you address these challenge(s)? (2250 Characters)
5. Describe the event's overall design, including its complexity, creative elements, marketing, production and/or logistical details. (4500 Characters)
6. Describe the Production Management Process for the event as it pertains to event design/décor. Describe each phase of the process including Development, Pre-Production, Production and Post-Production. Address the steps taken to ensure risk management control. (4500 Characters)

*Please review the Pace Rules and Submissions Document for the complete requirements for entering the awards, specifically regarding the inclusion of your event budget and collateral.*

*For all written material, it is strongly recommended that entrants use a word processing program (i.e. Word) first, before entering text into this system. When your content is ready to publish (proof-read, spell checked etc.), copy and paste the text into the text box on the website and format as needed.*