



DFA Design for Asia Awards 2022 - Checklist for Materials Arrangement

MATERIAL REQUIREMENTS FOR ENTRIES

Materials	Definition	Requirements
Actual Product	Produced product in 2-dimensions and 3-dimensions	<p>(i) Fashion & Accessory Design</p> <ul style="list-style-type: none"> - If the whole collection is submitted as one entry, entrant should send at least 2 pieces of actual products from the whole collection for judging <p>(ii) Communication Design</p> <ul style="list-style-type: none"> - For entry under sub-category “Publication” or “Poster”, entrant MUST submit actual product for judging <p>(iii) Spatial Design / Digital & Motion Design</p> <ul style="list-style-type: none"> - Actual Product is not required <p>(iv) Product & Industrial Design</p> <ul style="list-style-type: none"> - Submitted product must be completely assembled and fully functional. All electrical products must be provided with voltage transformer and adaptor to match Hong Kong electrical voltage (220 volts AC, 50HZ) and socket. <p>(v) Service & Experience Design</p> <ul style="list-style-type: none"> - Entrants are recommended to submit collaterals and promotional materials of entries (if any) <p>** Presentation boards and model are regarded as supporting material instead of actual product, please see “Supporting Materials” for more details.</p>
Oversized Product	Dimension over 1m x 1m x 1m	<p>(vi) For any oversized product, please contact us at dfaa@dfaawards.com before arranging delivery. HKDC reserves the right to charge the Entrant a reasonable fee incurred by handling the oversized product, such as car park fee, extra courier fee for transporting the product to and from judging venue, etc.</p>
Supporting Materials (Optional)	<p>Relevant materials in 2-dimensions and 3-dimensions that demonstrate and elaborate the entry</p> <p>* presentation boards will NOT be returned unless special request</p>	<p>(vii) Presentation Boards</p> <ul style="list-style-type: none"> - Project images (with text description) printed on foamboards or cardboards - 1-sided color printing in maximum size of A3 board is preferred - 1 to 4 boards for each entry is preferred <p>(viii) Model / Mock-up</p> <ul style="list-style-type: none"> - Object that can present the structure or layout of the entry - Can be presented in actual size or smaller scale
Digital Supporting Materials (Optional)	<p>Relevant materials in digital format that demonstrate and elaborate the entry and its actual product</p> <p>* Please submit the download link to above section or send us via email at dfaa@dfaawards.com</p>	<p>(ix) Demonstration/Promotional video (Only for videos that are not submitted at “Video of Entry” of online platform)</p> <ul style="list-style-type: none"> - in MP4 only - No less than 720p format (1280x720 resolution) <p>(x) Other materials in digital format</p> <ul style="list-style-type: none"> - Any materials in digital format that can help further demonstrating your entry <p>** For all submitted media from internet, including the interactive/ digital media/ mobile applications should be available to download for trial run by HKDC in free.</p>

MATERIAL SUBMISSION DEADLINE

All materials should arrive the DFA Design for Asia Awards Secretariat – Entry Collection Centre within following period:

- 2 May - 8 July 2022 (Hong Kong Time, GMT+8)

MATERIAL SUBMISSION ADDRESS

DFA Design for Asia Awards Secretariat – Entry Collection Centre

Address: Room 3 , 23/F, Wing Fung Industrial Building, 40-50 Sha Tsui Road, Tsuen Wan, New Territories

Working Hours: Monday to Friday, 10:00 am to 6:00 pm (except 12:30 – 2 pm and public holidays)

Tel : +852 3793 8455 / +852 3793 8450

CONTACT

DFA Design for Asia Awards Secretariat

Contact point: Ms. Carly Hui / Mr. Keith Yip

Tel: +852 3793 8455 / +852 3739 8450

Email: dfa@dfaawards.com

NOTES

1. All submitted materials (including actual product and supporting materials) must be in English.
2. Entry label can be downloaded from the online submission system upon entry submission. Entry label must be fixed outside the package of each submitted item (including supporting materials). HKDC shall NOT receive any submitted items with improper labeling.
3. The Entrant shall be responsible for all related and/or occurred costs (including but not limited to all packaging costs, transportation costs, documentation, postal charges, courier charges, insurance costs, governmental/jurisdictional approvals and licenses, tax and any other costs necessary or likely) of passing and transporting of the Entrant's Design into the possession of HKDC and the return of the Entrant's Design upon the Entrant's request.
4. HKDC shall not be responsible for any loss or damage of the submitted entries due to delivery issue.
5. Display boards, CD-Roms, perishables and beverage items are NOT returnable.
6. Late submission shall NOT be allowed, while the entry fee will NOT be refunded.