

# 2025 NRCA GOLD CIRCLE AWARDS

A nomination package should consist of the following:

A **coversheet** that includes:

- Award category (Outstanding Workmanship: Steep slope; Outstanding Workmanship: Low slope or Innovative Solutions)
- Project name and location
- Project dates
- Nominated company name, address and contact information (please provide a name, title, phone number and email address)

A **nomination letter** explaining why the project is being submitted for a Gold Circle Award.

A **detailed description of the project, program, service or event explaining the project from conception to completion.**

- Include tear-off procedures if applicable, installation procedures from the roof deck up including product and manufacturer names as well as safety considerations.
- *Tip: Any information that would be included in a project case study should be included in this project description.*
- The more information you provide, the better the entry for judges to score the project. The judges work in the industry and appreciate technical jargon. Nominations with incomplete information will not be scored.

**Photographs** with captions showing before, during and after project phases.

**Other relevant entry materials** to explain the project from beginning to end.

*Please remember the only information the judges will have to score your project is the information and photos received with the nomination entry.*

## HOW TO SUBMIT

Combine all required documents into one PDF file and email the PDF to Chrystine Hanus, an NRCA director of communications, at [chanus@nrca.net](mailto:chanus@nrca.net).

Nominations must be submitted by Friday, Sept. 13, 2024.