

2017 IMCA TaDa! Award Guidelines

Just like in 2016, easels are no longer required as the medium to display your award winning entry. Therefore, IMCA will not be providing easel displays to any TaDa! Award candidates.

Please follow the guidelines below for the display options.

1. Every entry that will be winning either an Award of Excellence or Best of Show Award is eligible to be a candidate for the TaDa! Award.
2. The TaDa! Award winner will be selected from the entries on display at the 2017 IMCA Annual Conference which will take place June 25 to 27, 2017, at The Scottsdale Resort McCormick Ranch, in Scottsdale, AZ.
3. All registered attendees are able to cast one vote for their favorite display onsite during the Annual Conference.
 - a. Votes will be cast using a conference app. If any attendee is unable to download the conference app, an alternate voting option will be given onsite.
4. The TaDa! Award will be the first award handed out at the 2017 IMCA Showcase Gala, which will take place starting at 6:00 p.m. at the Scottsdale Resort McCormick Ranch in Scottsdale, AZ.
5. **Any Award of Excellence or Best of Show Award winners that do not produce a display for the Annual Conference will not be eligible for a TaDa! Award.**
6. Each candidate will receive an open display space to fill as they wish using any medium. However, the following rules must be met:
 - a. The display area will be on a table top covered with a black drape.
 - b. The table space will be 24 inches wide by 30 inches long. The display cannot exceed 30 inches high.
 - c. The display must fit in this area and cannot drape over the table or exceed these dimensions.
 - d. IMCA will not provide any power to your display space – however, battery operated electronics are allowed.
 - e. Any display that includes sound must provide headphones so that the sound cannot be heard when attendees are viewing other displays.
 - f. Any display that includes movement or flashing lights must be able to be turned off if it could be distracting during the speaker sessions. IMCA is not responsible for turning on and off displays.
 - g. IMCA encourages creative displays! Please contact IMCA with any unique ideas to ensure they are approved prior to the Annual Conference.
 - h. All entries must include the following information that is obvious to the voting attendees: Entry number, Category name, Entry Name

- i. Be sure to include the information on your TARGET AUDIENCE, OBJECTIVES and RESULTS contained in your online Showcase Award submission. You may duplicate this information in a matter that does not distract from the presentation. You can login and retrieve this information from your online entry if needed.
 - j. Information presented in your display must be identical to the files submitted for judging of your Showcase Award. If an entry includes items not part of or different from the original entry that was submitted for judging, the entry will not be displayed and will not be eligible for the TaDa! Award.
7. The displays will be located in the main session room.
 8. IMCA is not responsible for any lost or stolen display pieces. You will be responsible for removing any valuables from your display during non-conference hours.
 9. IMCA will not provide storage space for display pieces if candidates wish to remove parts during the conference for overnight storage. Nor will IMCA provide any storage space for any packing or shipping materials.
 10. Displays must be set up and removed by a representative of the winning entry – IMCA is not responsible for creating displays.
 11. Any displays that are not removed by a representative of the candidate by 1:15 p.m. on Tuesday, June 27, 2017, **will be thrown away**.
 12. Display candidates are responsible for shipping their display components to and from the Annual Conference – IMCA is not responsible for shipping any displays.
 - a. Shipments sent directly to The Scottsdale Resort McCormick Ranch may be subject to a shipping/receiving fee from the hotel.
 13. IMCA reserves the right to remove any displays from the Annual Conference that do not adhere to these guidelines and deem the display ineligible for TaDa! Award voting.

If a representative from a TaDa! Award candidate will not be in attendance at the Annual Conference, please contact the IMCA office for display instructions.