

**Excellence in Construction Awards - Tips for Success**

* Read instructions.
* Follow directions.
* Do not exceed word limits.
* Pay attention to clarity/specific language.
* Proofread - avoid typos and grammatical errors.
* Keep the focus on the project and the work performed, not on marketing your

company.

* Provide specific examples, not generalizations. NO: There were scheduling

challenges. YES: The schedule was cut by two weeks just prior to our commencing on-site work.

* Avoid clichés. NO: This project allowed us to shine. YES: This project allowed our project managers and field personnel to demonstrate flexibility and ingenuity in meeting unforeseen conditions and a reduced schedule.
* Include work-in-progress photos.
* Have a strong endorsement letter from the owner/GC (if sub entry).
* Call ABC at 781-273-0123 if you have any questions (or email greg@abcma.org
* or carol@abcma.org). We're here to help!