



## The Coalition of Visionary Resources (COVR)

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### Frequently Asked Questions (FAQs) and Important Information for COVR Visionary Awards

Please read before completing the submission form as certain requirements have changed from previous years. If you have any questions, please feel free to contact the office.

#### 1. Why must I send in 6 (six) copies of my entry?

Of the six copies you send in, five are sent to our judges. Our judges are experienced retailers who are spread throughout the U.S.A. and Canada. You can read more about the qualifications we require of our judges on our website at [www.covr.net](http://www.covr.net). The sixth copy is used for display at INATS West and at the following INATS East. After that, it becomes the property of COVR and is used for give-away purposes.

The five copies become the property of our judges after they have finished evaluating the entries. This, in effect, becomes their compensation for the time and effort they volunteer in evaluating your submissions. Please do not request a return of your items as that will compromise the integrity and confidentiality of our judges and the entire awards process.

Please do not send less than six copies of each of your entries, as doing so will prevent your submission from being processed.

#### 2. Why must I send in a .JPG or .TIFF of my entry?

You must provide a high-resolution, approximately 4" x 5" .JPG or .TIFF of your entry at the time of submission. Please include either a disk of your image(s) when you send in the six copies, email your image ([info@covr.net](mailto:info@covr.net)), or forward it to the COVR office (8751 E. Hampden Ave. Ste. C1, Denver, CO 80231). If this is not received at the time you make your submission, your entry will be disqualified; if your entry is disqualified no refunds will be given and your items will not be returned to you, but will become the property of COVR.

The reason we ask for images of your submission(s) is so that we can use them on the COVR website when we create the pages for the year's awards. These disks will also be used for the Awards Presentation that is created for the banquet on Saturday night of the INATS West Show when the awards are announced. These CDs will then be forwarded to the various media that cover these awards and their winners and will not be returned to you.

Please note that only .JPG and .TIFF formats can be accommodated. Slide shows, PDF, BMP, MP3, WAV, and AAC files cannot be accepted.

#### 3. Why are deadlines for submissions imposed?

Deadlines, as listed on the Awards Submission Form, are firm as stated. This is to provide as much time as possible for our judges to evaluate your entries to the best of their ability. We apologize for any inconvenience, but we will not accept submissions if they are received after the expiration of a deadline.

#### 4. When is my entry eligible for an award?

Your copyright date is the determining factor as to when your submission can be entered. Your entry will be accepted for the 2009 awards program if it has a copyright date of January 1, 2008, through December 31, 2008. Please do not submit entries from other years as it will be disqualified and no refunds (items or funds) will be issued.

#### 5. What if one of my entries has an odd pronunciation/author's name?

Please provide phonetic spelling / pronunciation of any unusual words or names. This is used to help those announcing finalists and award winners at the INATS West Banquet. We would deeply regret mispronouncing anyone's name or work.

#### 6. What if there's not enough space on the form for my entries?

Please feel free to attach a separate sheet of paper with all the required information on it if you are unable to legibly fit it on the provided submission form. We do understand that some titles and names are longer and are hard to fit on the form.