

ACaPS Parking Permit Design Contest!

Overview, Rules, and Guidelines

Access, Card, and Parking Services (ACaPS) encourages all currently enrolled Illinois Institute of Technology (IIT) students to tap into their creative sides to create the face of select 2019-2020 parking permits.

Prizes

First place Flex Permit Design: 2019 Flex Fall Permit

First place Resident Permit Design: 2019 Flex Fall Permit

BONUS

If a contestant wins for both permit design categories they will win a free Fall 2019 permit and free Spring 2020 permit (Free parking for the entire academic year!)

Contest Timeline

Launch: Monday, February 18, 2019

Submissions Accepted: Monday, February 18th –Noon, March 29th

Winner Announcement: by Friday, April 12th

Submission Requirements

Participants may submit their respective entries via email.

1. Submissions must be original photo, art, or graphics. Pictures of Main Building **WILL NOT** be accepted.
2. Designs **MUST** include photos, art, or graphics that represent Illinois Tech student commuter and resident life.
3. Designs must be submitted for both the Flex and Resident permit (Each design must be different)
4. Submissions must include (1) .jpg, .pdf, or Adobe Illustrator file
 - a. Pdf needs to be at least 300 dpi or better
5. Please save .jpg, .pdf, or Adobe Illustrator file using file name “[Campus Wide ID Number]_[LastName]_[FirstName]”
6. Email file to acaps@iit.edu with the subject line “2019-2020 Permit Design Contest”
7. Permit design guide can be viewed [here](#)

To be eligible for consideration, all entries must be received by the Submission Deadline. It shall not be sufficient to show that you sent or otherwise transmitted your entry before the Submission Deadline. The Sponsor is not responsible for and will not pay any costs or expenses associated with the preparation and submission of any entry.

Official Rules

DESCRIPTION OF THE CONTEST: The ACaPS 2019-2020 Parking Permit Design Contest (the “Contest”) is intended to give Illinois Tech students an opportunity to submit a design for Illinois Tech’s 2019-2020 parking permit(s) and to provide an opportunity to earn a prize for their contribution. To enter the Contest, Participants (as defined below) must submit a design that conforms to each of the following requirements:

File Format: JPG, PDF*, Adobe Illustrator

* Pdf needs to be at least 300 dpi or better

Decal Size: The size of Illinois Tech’s parking decal is 3” wide x 4” tall. These dimensions must be maintained.

Layout Requirements: The layout must contain, but is not limited to, the following displayed information:

- a. Designs **MUST** include photos, art, or graphics that represent Illinois Tech student commuter and resident life.
- b. Permit Number: “FXFA0001”, “RSFA0001”
- c. Expiration: “EXPIRES: DEC 31, 2019”
- d. ACaPS URL: “ www.iit.edu/acaps”
- e. [Illinois Institute of Technology \(Illinois Tech\) primary signature logo](#)
 - i. Any “IIT Primary Signature” or “IIT Primary Signature – Horizontal”
 - ii. **May NOT use IIT’s University Insignia**

Participants **MUST** submit one entry for both Flex and Resident permits. Judges will choose, in accordance with these Official Rules, finalist entries from qualified entries submitted as provided for in these Official Rules and prizes will be awarded to eligible winning Participants. Each individual submitting an Entry as provided for in these Official Rules shall be deemed a “Participant”.

1. SPONSOR: The Contest is sponsored by Illinois Institute of Technology – Access, Card, and Parking Services (the “Sponsor”).

2. BINDING AGREEMENT: In order to enter the Contest, Participants must agree to these Official Rules (collectively, the “Rules”). Therefore, Participants should read these Rules before entry to ensure they understand and agree to them. Participants acknowledge and agree that submission of an Entry in the Contest constitutes their agreement to be bound by these Rules. **A Participant may not submit an Entry to the Contest and is not eligible to receive the prizes described in these Rules unless he or she agrees to these Rules. These Rules form a binding legal agreement between each Participant and the Sponsor with respect to the Contest.**

3. **ELIGIBILITY:** The Contest is open to any individual who is currently enrolled as a student at Illinois Tech and who has agreed to these Rules. Illinois Tech faculty members and staff are not eligible to participate. Participants under 18 years of age must demonstrate that they have the consent of a parent or legal guardian for submission of their Entry in order to be eligible for the Contest and to receive any prizes.

4. **CONTEST PERIOD:** Subject to the submission deadlines set forth in Paragraph 5 of these Rules, the Contest begins at 9:00 a.m. (CDT) on Monday, February 18, 2019 and ends at 12:00 p.m. (CDT) on March 29, 2019 (“Contest Period”).

5. **SUBMISSION OF ENTRIES:** In order to submit an Entry to the Contest, Participants must submit their design by 12:00 p.m. (CDT) on March 29, 2019. Entries received after the Submission Deadline will not be considered. It is the sole responsibility of the Participant to ensure that his or her entry is received by the Submission Deadline.
Participants must use original photo, art, or graphics.

Participants must submit their respective entries via email to acaps@iit.edu.

File Format: JPG, PDF*, Adobe Illustrator

* Pdf needs to be at least 300 dpi or better

Decal Size: The size of Illinois Tech’s parking decal is 3” wide x 4” tall. These dimensions must be maintained.

Layout Requirements: The layout must contain, but is not limited to, the following displayed information:

- a. Design **MUST** include photos, art, or graphics that represent Illinois Tech student commuter and resident life
- b. Permit Number {9 Digits}: “FXFA0001”, “RSFA0001”
- c. Expiration: “EXPIRES: DEC 31, 2019”
- d. ACaPS URL: www.iit.edu/acaps
- e. [Illinois Institute of Technology \(Illinois Tech\) primary signature logo:](#)
 - i. Any “IIT Primary Signature” or “IIT Primary Signature – Horizontal”
 - ii. **May NOT use IIT’s University Insignia**

It shall not be sufficient to show that you sent or otherwise transmitted your entry before the Submission Deadline. The Sponsor is not responsible for and will not pay any costs associated with the preparation and submission of any Entry.

6. **JUDGING:** Each Entry will be judged by a panel of faculty, and/or students, and/or alumni and/or staff of Illinois Institute of Technology appointed by the Sponsor in its sole discretion to determine finalists. Each Entry determined by the judges, in their discretion, to be a permit decal design submitted in accordance with these Rules will be deemed a completed Entry. The judges’ decisions in the foregoing matters are final and binding. All completed Entries will be evaluated and ranked based on the following factors: (1) creativity, (2) originality, (3) quality of work, and (4) overall impression of the

presentation. Scoring by the judges shall be made in their sole discretion, and their decisions in such matter shall be final and binding. After preliminary judging, Illinois Tech students will be invited to vote electronically to determine 1st place for each permit category. Entries for each permit category receiving the highest scores from the student vote will be declared the winners. Winners will be announced on or before 5:00 p.m. (CST) on Friday, April 12, 2019. Illinois Tech reserves the right to disqualify any Entry, at any time, for any violation of the Official Rules.

7. OWNERSHIP AND USE OF SUBMITTED ENTRIES; PRIVACY: By entering the Contest, each Participant agrees that: (a) the Sponsor will own the Participant's Entry and (b) as between the Participant and the Sponsor, the Sponsor will own all publishing rights, of whatever kind, in and to the Participant's Entry, provided that the Sponsor grants each Participant the non-exclusive, world-wide, royalty-free right to use his or her Entry for non-commercial purposes. Each Participant hereby irrevocably grants, transfers, assigns and conveys to the Sponsor all present and future right, title and interest of every kind and nature whatsoever, including, without limitation, all copyrights to the Entry for advertising and promotional purposes as well as the right, as it sees fit, to identify the Participant by name as the author of the Entry, except for the above-granted right back to each Participant. Each Participant hereby acknowledges that he or she does not reserve any rights in his or her Entry, except as provided herein.

8. PRIZES for First place permit design WINNERS:

Prizes are non-transferable and will only be awarded to the entry participant winner.

First place Flex Permit Design: 2019 Flex Fall Permit

First place Resident Permit Design: 2019 Flex Fall Permit

BONUS

If a contestant wins for both permit design categories they will win a free 2019 Flex Fall permit and free 2020 Spring permit (Free parking for the entire academic year!)

9. TAXES: WINNING PARTICIPANTS ARE SOLELY RESPONSIBLE FOR ANY AND ALL TAXES OF WHATEVER KIND OWED ON ANY PRIZES AWARDED. SPONSOR WILL REPORT ALL PRIZES AWARDED IN ACCORDANCE WITH APPLICABLE LAWS AND REGULATIONS.

10. GENERAL CONDITIONS: Prizes are awarded without warranty of any kind from the Sponsor, express or implied, without limitation, except where this would be contrary to federal, state, or local laws or regulations. All federal, state and local laws and regulations apply. Submission of an Entry in this Contest constitutes agreement by the Participant to the terms and conditions of these Official Rules. All decisions of the Sponsor and the judges are final and binding on all matters pertaining to this Contest.

11. **WARRANTY AND INDEMNITY:** Each Participant represents and warrants to the Sponsor as follows: (i) the Entry submitted is the Participant's own, original, previously unpublished and previously unproduced work; (ii) the Entry submitted is wholly original to the Participant; (iii) the Entry submitted neither infringes upon nor violates the intellectual property rights or other rights of any other person or entity; and (iv) the Entry submitted does not and will not violate any applicable laws and complies with these Official Rules. Each Participant hereby agrees to indemnify, defend and hold the Sponsor, its trustees, officers, employees and agents, harmless from and against any and all third party claims, actions or proceedings of any kind and from any and all damages, liabilities, costs and expenses (including, without limitation, reasonable attorneys' fees) relating to or arising out of any breach or alleged breach of any of the warranties, representations or agreements of Participant hereunder.

12. **DISQUALIFICATION:** Any false information provided within the context of the Contest by any Participant concerning his or her eligibility, identity, mailing address, telephone number, e-mail address, ownership of right or non-compliance with these Official Rules or the like may result in the immediate disqualification of the Participant from the Contest. The Sponsor further reserves the right to disqualify any Entry that it believes in its sole and unfettered discretion infringes upon or violates the rights of any third party or otherwise does not comply with these Official Rules.

13. **ARBITRATION:** By entering the Contest, each Participant agrees that any dispute, claim or demand related in any way to the Contest will be decided by binding arbitration in accordance with the applicable rules of the American Arbitration Association. The venue for any dispute between a Participant and the Sponsors of whatsoever kind or nature arising out of these Rules shall be at a location selected by the Sponsor, but such location must be within the boundaries of Chicago, Illinois.

14. **FORFEITURE OF PRIZES:** Prizes will be announced and awarded no later than April 12, 2019. The recipients of prizes will be notified by email. All prizes will be available for pick-up by the winning Participants presentation of either a valid government-issued or valid Illinois Tech issued photo identification at the Access, Card, and Parking Services Office, 3241 S Federal Street, Hermann Hall, Room 201, Chicago, IL 60616. The Sponsor shall have no further responsibility of liability for the awarding of prizes to the selected recipients.

15. **WINNERS LIST:** A list of winners may be obtained from the Access, Card, and Parking Services Office on or after April 12, 2019.