



## HOW TO NOMINATE A PROJECT

### 1. Choose a category

You may enter multiple nominations, but each nomination can only be entered into one award category. Nominations can be made by either the client/project owner or the energy management service provider that led the project. If nominating a project on behalf of a client, please ensure you check with the client to confirm that they accept the nomination.

### 2. Review the criteria, including project timing and eligibility

Please refer to the nomination criteria for each award before proceeding to submit a nomination **as the criteria varies between categories**. Your nomination must address the criteria given for your chosen category.

### 3. Review the terms and conditions of entry

The terms and conditions of entry are standard across the award categories and are included in the criteria links associated with each category. As noted above, however, the award criteria do change so you should review the documentation relevant to the selected award category.

### 4. Complete your submission

All nominations must be submitted via the online submissions page. You must adhere strictly to the word limits provided. You can return to and update your nomination at any time during the nomination period.

### 5. Supporting information

Please ensure you provide the required supporting information, which is used for the purposes of the awards presentation ceremony, should your nomination be successful.

- Logo(s) of the relevant organisation(s) involved in the project in high resolution png/jpeg format; and
- A minimum of three images representing the project in high-resolution png/jpeg format.
- You may attach a maximum of one additional document in support of your nomination. This should be no longer than five pages and should provide additional data/information that directly illustrates the points made in your nomination regarding the award criteria.

### 6. Book tickets for the EEC National Conference Gala Dinner featuring the 2025 EEC Awards

Winners of the 2025 EEC Awards will be announced at the EEC National Conference Gala Dinner, 27 May 2025. We strongly encourage all nominees to be present at the event as winners will not be notified in advance.

#### EEC National Conference Gala Dinner featuring the 2025 EEC Awards

27 May 2025

Pullman Melbourne on the Park

192 Wellington Parade, East Melbourne, VIC

Tickets for the Gala Dinner and the National Energy Efficiency Conference will be on sale soon. If you have any questions, please [email](#) the Energy Efficiency Council.