



## PREMIUM AND COLLATERAL ENTRY REQUIREMENTS

**Premium items** are promotional items such as a t-shirt, mugs, calendars, pens, notepads, games, etc.

**Collateral items** are essential elements created to support a promotional campaign such as pamphlets, flyers, brochures, displays, press kits, etc.

- Please submit original Premium and Collateral items whenever possible (or if specifically required).
- If it is absolutely necessary to submit an image, it must be mounted on a poster board unless size or weight prohibits. (Please refer to "Print Requirements" for guidelines).
- Premium and Collateral items should be submitted in a Ziploc-type bag with the entry ID label attached to the outside of the bag.
- Please include an Entry ID label (provided by the online entry system) with each piece you are submitting.

### Translations

Due to the international composition of our judging panels, we must request that all non-English language entries provide English translations for judging purposes.

**Please Note:** All submissions become the property of Promax to be used at their discretion. All relevant permissions and copyrights are assumed to be cleared by the entrant. We are not able to return any materials submitted for entry.

### Shipping Address:

Promax  
Sam Jae  
5700 Wilshire Blvd. STE 275  
Los Angeles, CA 90036

### Do you have any awards questions? Please

contact the Awards Department at: Tel.

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E-mail: [sam.jae@promax.org](mailto:sam.jae@promax.org) or [joanne.shim@promax.org](mailto:joanne.shim@promax.org)