

EAWATER Global Sustainability & Innovation Awards 2026

FINAL SUBMISSION CHECKLIST (MANDATORY – TO BE TICKED & ENCLOSED)

This checklist must be completed, signed, stamped, and enclosed in each hard-copy set.

Entries failing this checklist at screening will be rejected without jury evaluation.

A. CATEGORY & ENTRY CONFIRMATION

- Award Category Code is correctly mentioned (exact match with official category list)
- One checklist is attached **per category applied**
- Entry strictly aligns with the selected category (no misrepresentation)

B. ENTRY FORM & CONTENT COMPLETENESS

- Official Awards Entry Form is fully filled (no blanks)
- Authorised contact person details are complete and accurate
- Entry Abstract (≤ 150 words) is enclosed as a **separate document**
- Detailed Report (1500–2000 words) is enclosed as a **separate document**
- Report clearly addresses **all judging criteria** of the selected category
- All claims are supported with data, documents, or evidence

C. PERFORMANCE DATA & EVIDENCE

- Before–after performance data is clearly presented
- KPIs, metrics, or outcomes are quantified (not descriptive only)
- Supporting documents are legible, relevant, and verifiable
- Photographs / deployment proof are enclosed (where applicable)
- Technical documentation is enclosed (mandatory for technology / product categories)

D. REFERENCES & VALIDATION

- Four (4) letters of reference enclosed: -
- Two (2) Internal References
- Two (2) External / Independent References
- Reference details are complete and verifiable

E. SIGNED & STAMPED COMPLIANCE DOCUMENTS (CRITICAL)

- Terms & Conditions – **Signed & Stamped**
- DOs & DON'Ts – **Signed & Stamped**
- Declaration & Authorisation Page – **Signed & Stamped**
- Any additional document issued by EAWATER – **Signed & Stamped**

⚠ Missing signature or stamp on any document = automatic disqualification

F. HARD-COPY SUBMISSION (MANDATORY)

- Three (3) complete hard-copy sets** prepared for this category
- Each set includes: - Entry Form - Entry Abstract - Detailed Report - Supporting documents - Signed & stamped compliance documents
- Each set is clearly labelled with: - Applicant Name- Category Code
- Each set is properly indexed and neatly bound / foldered

G. SOFT-COPY SUBMISSION (MANDATORY)

- One (1) complete soft copy prepared (PDF format only)
- Soft copy exactly matches the hard-copy submission
- File name format followed:
CategoryCode_ApplicantName_Awards2026.pdf

H. FINAL SELF-DECLARATION

- I confirm that all information submitted is true, accurate, complete, and verifiable
- I understand that submission does **not** guarantee shortlisting or winning
- I accept that jury decisions are final and binding

AUTHORISED SIGNATORY

Name: _____

Designation: _____

Signature: _____ Date: _____

Official Seal / Stamp:

IMPORTANT

Courier your submission only after every box above is ticked. Incomplete, unsigned, unstamped, or improperly packaged entries will not be reviewed.