

Awards Portal Navigation Guide



BAY AREA REMODELING AWARDS

Step 1 – Start With Access

Visit the Bay Area Remodeling Awards *Forms, Rules, Timeline & Submissions Portal* page on your chapter's website.

When ready with the needed forms (*see page 2*), **click** the Awards Portal button!



2026 FORMS, RULES, TIMELINE, AND SUBMISSIONS PORTAL



WHAT ARE THE BAY AREA REMODELING AWARDS [BARA]?

The Bay Area Remodeling Awards [BARAs] is an award program open to members of [SFBA NARI](#) and [NARI of Diablo Valley](#) with entries representing excellence in remodeling in the Bay Area. Members can compete in 48 different categories (check out categories below) for this program's remodeling awards.

Why enter the NARI Award Program?

- Gain prestige for your organization.
- Demonstrate the high quality of your work.
- Impress your clients.
- Visual proof that your work meets or exceeds the industry standard of excellence.
- Create marketing opportunities for your organization.
- See your winning projects promoted on social media and the local and national websites.

2026 PORTAL TO SUBMIT YOUR ONLINE ENTRY(IES) FOR THE BAY AREA REMODELING AWARDS

Step 2 – Start With Forms & Information

Locate the **Forms & Information** section on the page. *This is where you'll find every document you need before and during your submission(s).*

FORMS* & INFORMATION

*forms are now PDF-fillable (i.e. PDF document that includes certain fields that are editable without PDF-editor software. Any fillable PDF that opens in modern PDF viewers (Acrobat, Preview, Chrome, Bluebeam) will be usable in the Forms tool).

- 2026 PORTAL SCREENSHOT NAVIGATION GUIDE
- 2026 PROGRAM RULES & INFORMATION (IMPORTANT TO READ!!)
- 2026-2027 AWARD CATEGORIES FOR BARAS & ROTYS
- 2026 PROJECT OWNERS & REMODELERS AGREEMENT
- 2026 PHOTOGRAPHER'S RELEASE
- 2026 PHOTOGRAPHER'S RELEASE FOR ARCHITECTURAL DESIGN ONLY

Also, take a look at the **Samples of Winning BARA Entries** to reference styles & layouts.

SAMPLES OF WINNING BARA ENTRIES

New to the Bay Area Remodeling Awards (BARAs)? As you prepare your first entry(ies) or want to improve on your past entries, please refer to these winning submissions as a guide. These entries were able to clearly tell and show of the project transformation from the before and after. It's not just about the project photos, but the ability to answer the 5 questions the judges use for scoring entries (see the [Program Rules & Information](#) document). Use your own software to create unique entries that can be converted to a PDF format (up to 20 MB file size).

Awards are a good way to market your business success to current and potential clients and stand out in the crowd. Additionally, it brings NARI member-to-member teams together on projects and showcase your work at our annual awards ceremony!

2025 Platinum BARA Winner/Judges' Choice Historical/Renovation over \$250,000 415 Remodeling, Inc. [click here]	2025 Platinum BARA Winner Interior \$250,000-500,000 MSK Design Build [click here]	2025 BARA Winner Addition over \$500,000 Project Guru [click here]
2025 BARA Winner	2025 BARA Winner	2025 BARA Winner

Step 3 – Log Into The Awards Portal

Now let's get started by *clicking the Awards Portal button* to visit this Awards Landing Page! **Note:** a final checklist before you start your entries.

Login to Complete an Application

Login



Log in using your NARI National account.

Note: this may not be your chapter's account login

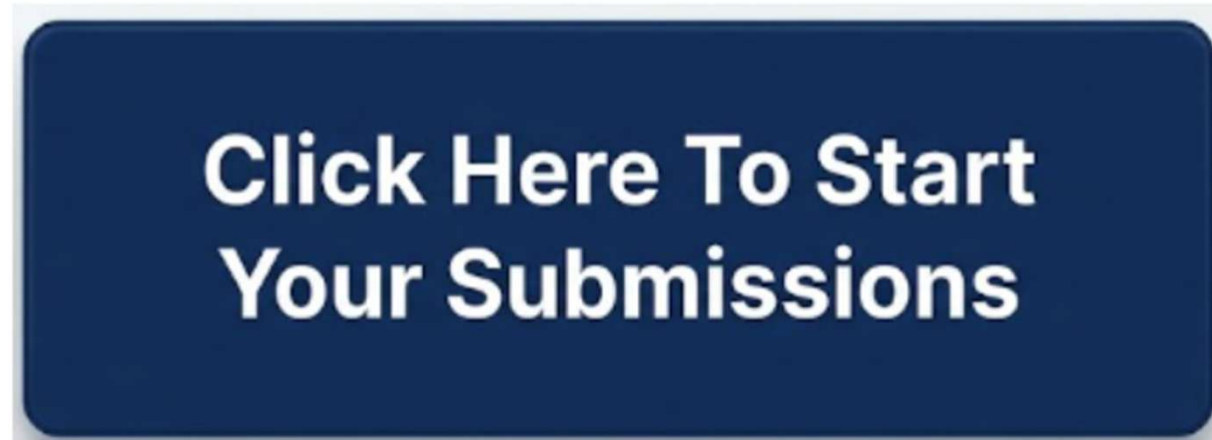
Ready. Set. Submit! Your Entry Success Checklist

Before you upload your project, make sure you're good to go:

- ☐ **Read the Rules & Information Guide** – Know the requirements before you begin.
- ☐ **Picked the Right Category** – Review the remodeling categories and enter your project where it fits best.
- ☐ **Signed Photographer Release Form(s)** – Complete and sign one for each entry, if required.
- ☐ **Signed Homeowner/Contractor Agreement** – Complete and sign one for each entry.
- ☐ **Created Your Entry PDF** – Save your submission as a PDF (maximum **30 pages** and **20 MB**).
- ☐ **Prepared Your Upload Files**

Step 4 – Log Into The Awards Portal

To start submitting your projects scroll down the landing page checklist & *click this button.*



Click this link to Start A New Submission.



Note: You have already started an Application that is not yet complete.

[Click here to review your past Submission\(s\)](#)

[Click here to begin a new Submission](#)

Step 5 – Review The Awards Rules

Your submission starts with this Rules page.



Scroll to the bottom of the page & **Agree To The Rules** (a required checkbox) then click **Save** (to save draft) or **Save and Next** to move to the Submitter Information page.



Do you agree with the above rules? *

☐ I Agree

Save

Save and Next

[Home](#) / [My Applications](#) / 7072 - Forbus, Tonia

RotY Awards

Rules

Submitter Information

Social Media

Project Information

Presentation & Photo Uploads

Submission Checklist

NARI Remodeler of the Year Awards Program Rules

Who can enter?

- The entrant organization needs to be a NARI member in good standing that had complete oversight and supervisory responsibilities for the work completed (see exceptions for the Architectural Design category).
- Entries are eligible if they have not been submitted in the same category in a prior NARI National Remodeler of the Year (RotY) awards contest and have a finish date range of December 1, 2024 – November 30, 2026. Dates may vary with chapter award programs.
- Team Members are other NARI member companies (other than the entrant organization) that worked on the project. There is an additional fee for each Team Member.
- Entries for new structures will not be accepted except in the Residential Detached Structure category.
- The same project may be entered into one category or in multiple categories with additional fees.

Presentation

- The presentation must be submitted in PDF format and can be up to 30 pages long. The file can be up to 20MB. This presentation is the only file the judges will see. We suggest using PowerPoint, Publisher, Word, InDesign, or similar program to build an entry, and then save it to a PDF file.
- The company name or any individual's name can't be in the presentation, or in the file name, or otherwise identify the member company or the client in any way. Before, in-progress and after photos are encouraged to help show the complexity of the process or the obstacles encountered.
- A project summary is required, 100 words or less, in addition to their presentation. This summary will be used to describe winning projects after winners are announced.

Photo Uploads

- Images and/or photos in the pdf presentation, or image upload section can't contain any recognizable individuals, logos, or any other identifying information. Note, exception of Image Upload #3 for company logo.
- Any photo enhancement is limited to brightness, contrast, or sharpness. No items may be added or removed through photo enhancement

Step 6 – Review The Awards Contact

Are you the primary contact for the Awards entries?

The information displayed on this page is pulled directly from your NARI member profile.

Note: You cannot edit this information within the Awards Portal.

Need to make changes?
Update your information in your **NARI Profile**.

Save your changes.

Log out and back in to the Awards Portal to refresh your information.

Click **Save and Next** button to move to the website & social media page.

PrevSaveSave and Next



RotY Awards

RulesSubmitter InformationSocial MediaProject InformationPresentation & Photo UploadsSubmission Checklist

Contact Information

Please note: This information is pulled directly from your NARI profile. Any updates to the below information must be made directly in your profile [here](#).

Important: After making updates, you must log out and back in to populate the updated information.

Contact Name *

First NameLast Name

ToniaForbus

Contact Email Address *

office@sfbanari.org

Member Company Phone *

(415) 391-2886

Member Company Name *

CA4 San Francisco Bay Area NARI

Member Company Address *

Street Address

PO Box 2301

Line 2

City

Step 7 – Website & Social Media

Enter Your **Company Website** & (optional) any of your company's Social media links. Click **Save and Next** to move to the Project Information page.

Note: Fields marked with an asterisk (*) are required.

Tip: Adding social media links helps showcase your company if your project is recognized.

RotY Awards



Organization's Website *

X

LinkedIn

Facebook

Instagram

HOUZZ

Pinterest

Prev

Save

Save and Next

Step 8 – Project Information

Complete all required fields including:
Use the dropdown menu to select Your Category
Choose the award category that best fits your project. Confirm the project meets the category requirements before proceeding.

Note: *If your project could fit more than one category, choose the one that best reflects the primary scope of work.*

Continue with the Project location, Project costs (include all labor, subcontractors, design fees, owner sweat equity, etc.), and scroll down the page to complete the fields...



RotY Awards

Rules

Submitter Information

Social Media

Project Information

Presentation & Photo Uploads

Submission Checklist

Choose category and price range (if applicable) *

(select) v

Project Address *

Street Address

Line 2

City

Country

United States v

State / Province

Select v

Zip / Postal Code

Project Cost *

(Numbers Only) Cost is defined as contract price, all extras, change orders, fees for all professional services (including, but not limited to, design work, architectural and engineering services, etc.), permit and application fees, and the fair market value of materials and products that were purchased, sweat-equity and in-kind services provided, and/or any subcontract work. The cost of all homeowner

Project Information Cont'd

Continue with the Project completion date.

Note: the date should fall within the project years noted in the Project Information Sheet on the BARA page.

If a group project with NARI members (external to your company), **Add Team Members** or if non-NARI members, **Add Organizations**.

See the next 2 pages for adding team members &/or organizations.

Project Completion Date *

Team Members

Team members are other NARI members companies, not your employees, who will be recognized on winning projects.

	Team Members	Action
No Team Members have been added. Click on Add Team Member below.		

Add Team Member

Other Organizations

Do you have any other organizations that worked on this project?

Note: They will not receive a trophy or marketing as entrants and team members do, These can be Industry Partners or other organizations

	Organizations	Action
No Organizations have been added. Click on Add Organization below.		

Add Organization

Prev

Save

Save and Next

Step 9 – If Have Team Members...

Enter the contact information for each team member that is a required field.

Click the **Add** button to save the profile.

Cancel

Add

Team Members

Team members are other NARI members companies, not your employees, who will be recognized on winning projects.

	Team Members	Action
No Team Members have been added. Click on Add Team Member below.		

Member Information

Important: The team member must be a current member of NARI.

Team Member Organization Name *

Team Member Contact Name *

Team Member Email Address *

Team Member Street Address *

Team Member Address Line 2

Team Member City *

Team Member Country *

Team Member State / Province *

Tip: Add all eligible **NARI member team members** who contributed to the project. If your project wins, everyone listed on the project team receives recognition, and eligible NARI members receive an award. Including your full project team also helps showcase the collaboration behind your success.



If Have Team Members Cont'd...

This is how the **Team Members** profile will look when complete. You can **edit or remove** the member under the **Action** column.

Click **Add another Team Member** for each team member.

Team Members

Team members are other NARI members companies, not your employees, who will be recognized on winning projects.

	Team Members	Action
	Testing Name Test test@test.com 2345 Apple Court, San Rafael, CA, 94163 United States	Edit Remove

Add another Team Member

Step 10 – If Want To Add Organizations...

Click **Add Organization** button
(See the note).

Type the Organization Name in
the field & Click the **Add**
button & enter the company
name in the field.

This is how the **Organization**
profile will look when
complete. You can **edit or**
remove the member under the
Action column.

Scroll to the bottom of the
page & **Agree To The Rules** then
click, **Prev**, **Save** (to save draft)
or **Save and Next** to move to
the Presentation & Photo
Uploads page.

Other Organizations

Do you have any other organizations that worked on this project?

Note: They will not receive a trophy or marketing as entrants and team members do, These can be Industry Partners or other organizations

	Organizations	Action
No Organizations have been added. Click on Add Organization below.		

Add Organization

Prev

Save

Save and Next

Organization Name

Testing Tile Company

Cancel

Add

	Organizations	Action
⊕	Testing Tile Company	Edit Remove

Add another Organization

Prev

Save

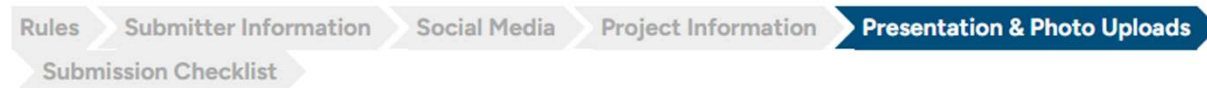
Save and Next

Step 11 – Upload Presentation & Releases

Upload one PDF that tells the complete story of your project. Use the **Select Files To Upload** pop up window to select the images from your computer.

IMPT Note: Do *not* include your company name, client name, logo, or any identifying information anywhere in the PDF or file name. **The judges only review this PDF.**

Upload Completed PDF Release Forms based on specs noted.



Presentation Upload *

The presentation must be submitted in PDF format and can be up to 30 pages long. The file can be up to 20MB. We suggest using PowerPoint, Publisher, Word, or similar program to build your entry, and then save to a PDF file.

Be sure to include a project statement, drawings, images, and any descriptive text or captions that will help the judges understand the details of the transformation. 'Before' photos are required and are best used immediately preceding 'After' photos. Present photos from the same angle if possible. Don't include the company name or any individual's names in your presentation, or otherwise identify yourself or the client in any way. Don't use the entrant company name in the

This presentation is the only file the judges will see. Do not include any identifying information in your presentation. If you are entering the Residential Architectural Design Category and the pictures in your presentation or your entry could be disqualified.

Choose File No file chosen

Photographer Release Form *

Please download the following [Photographer Release Form](#) and upload a fully filled out, signed copy.

You must submit a PDF file under 20MB

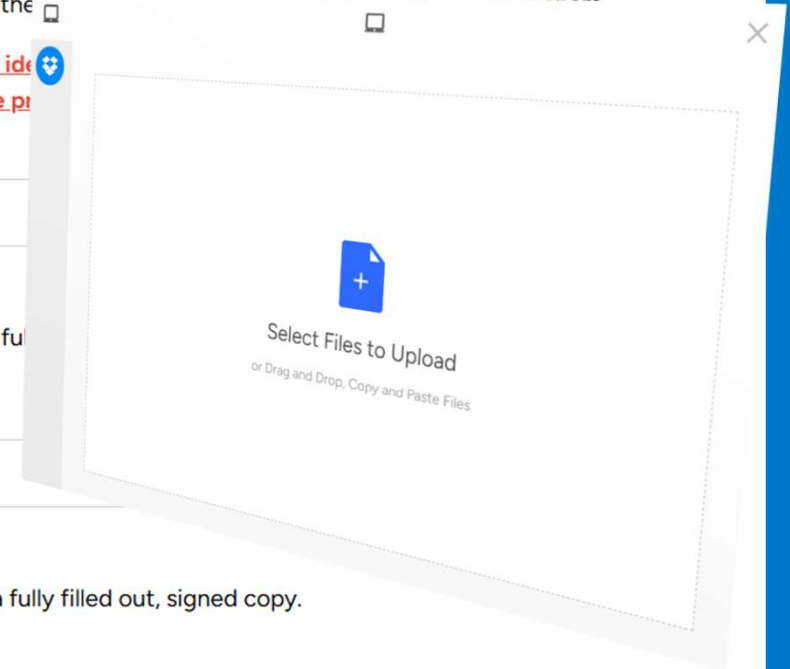
Choose File No file chosen

Project Owner Release Form *

Please download the following [Project Owner Release Form](#) and upload a fully filled out, signed copy.

You must submit a PDF file under 20MB

Choose File No file chosen



Step 11 – Upload Presentation & Releases

Upload your **Company Logo** based on the specs listed.

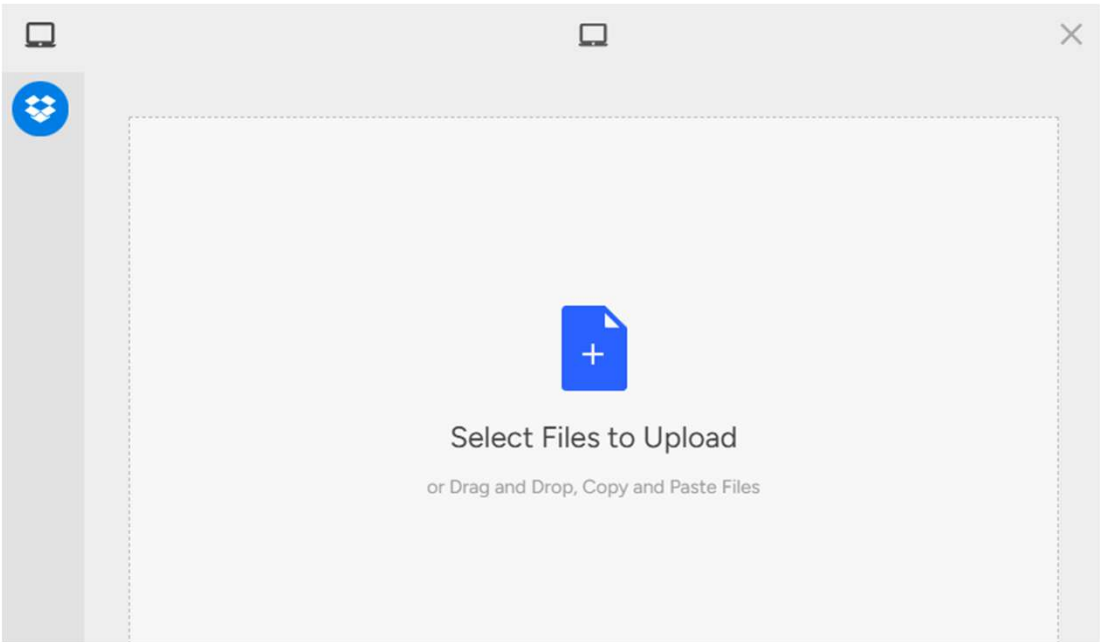
IMPT Note: *This is your only identifying item and will only be seen internally by the chapter for marketing and awards purposes.*

Entrant Company Logo *

You must submit a JPG, JPEG, or PNG file under 20MB

Choose File No file chosen

Use the **Select Files To Upload** pop up window to select the image from your computer.



Upload Presentation & Releases Cont'd

This is how the PDF entry will look when completely uploaded including the saved file name. **View in Fullscreen** (or click the upload to view full upload) or delete by clicking the trash can.

IMPT Note: Do **not** include your company name, client name, logo, or any identifying information anywhere in the PDF or file name. **The judges only review this PDF.**

5-2-presentation-upload.pdf



View in Fullscreen



Heart of the Home

2025 BAY AREA REMODELING AWARDS
CATEGORY: KITCHEN \$150K-\$200K

Upload Presentation & Releases Cont'd

This is how the PDF completed & signed photo release will look when successfully uploaded.

View in Fullscreen (or click the upload to view full upload) or delete by clicking the trash can.



4-2-please-upload-the-completed-release-form.pdf



View in Fullscreen



Do not make changes or impose restrictions on this form.
**NARI Awards Program
Photographer's Release and Agreement**

This release must be completed by the entity that took the photos and owns the rights to them.

Being the legal owner of the photographs taken of the premises located at:

416 Santa Clara Ave. Alameda, CA 94501

(project address)

for the National Association of the Remodeling Industry awards competition, I hereby consent to and authorize the National Association of the Remodeling Industry, its chapters, affiliates, agents and/or its assigns (collectively "NARI") to photograph, use, print, reprint, and publish any and all of my photographs and reproductions thereof on a royalty-free basis. These photographs may be reproduced in any print or electronic medium (now existing or hereafter developed). I further consent that the photography taken by me and submitted as part of this entry, with or without accompanying editorial matter, may be used for the purpose of promoting NARI and its programs and services, without limitation, in any publications, displays and exhibitions.

I hereby confirm that any enhancement of these photographs has been limited to alterations in brightness, contrast, or sharpness. No items have been added, modified or removed from the photographs through photo enhancement techniques.

I hereby release NARI and its agents from all liability arising out of or in connection with any use of the photographs.

My signature below constitutes my verification that the information regarding the project is

Upload Presentation & Releases Cont'd

This is how the PDF completed & signed Project Owner/ Remodeler Agreement will look when successfully uploaded. You can **View in Fullscreen** (or click the upload to view full upload) or delete by clicking the trash can.

[4-4-please-upload-the-completed-project-owner-agreement-form.pdf](#)



View in Fullscreen

Document Envelope ID: 21000225-8730-4012-22A3-2D121CD48AD4



Awards Program Project Owner/Remodeler Agreement

All entrants and team members must be NARI members in-good-standing

This form may be used by NARI chapters and NARI Headquarters. Project finish date ranges and program deadlines vary by location, so be sure to check before submitting.

Form updated July 7, 2025

HDR Remodeling		Chris Fellows		hdr@hdrremodeling.com	
Remodeler Company Name		Contact Name		Contact Email	
5677 Horton St		Emeryville CA		94608	
Company Address (no PO Boxes please):		City		St/Province	
510-845-6100				Postal Code	
Phone		Fax			
Project Owner's Name: Abby Tuttle		Project Total Cost (USD) \$:		\$200,000	
Full Project Property Address: 416 Santa Clara Ave Alameda, CA 94501		Project Finish Date:		10/01/2024	
(We never share any project owner information)		(NARI National range is 10/1/2025-11/30/2025 chapter dates vary)			
NARI Chapter Affiliation if applicable SFBA		Project Category		Residential Kitchen \$150,000 to \$200,000	

Project Owner Verification & Agreement

Property owner authorizes and consents that any and all photographs and presentation materials, taken of its, his or her premises by the remodeler, or their agents, its suppliers, and manufacturers may be used by any or all of them, and the National Association of the Remodeling Industry, its chapters and affiliates (collectively "NARI"), without limitation or restriction in any awards competition, promotion or advertising, and consents that said photographs may be reproduced by any means whatsoever, including electronic transmission, for publication, advertising, distribution and display at any time after the completion date. The project total cost includes the contract price, all extras, change orders, professional services (including but not limited to design work, architectural and engineering services, etc.) and the fair market value of materials and products that I purchased, and sweat-equity and in-kind services provided, and/or any subcontract work. I have contracted with the remodeler listed as the entrant on this project, and that remodeler had complete oversight and supervisory responsibilities for the work completed (not applicable for specialty entries). My signature below

Step 12 – Upload Supporting Images

Upload one each of your **best Before Photo** & **best (high resolution) After Photo** based on specs noted.

Before uploading photos, verify:

- No recognizable people
- No company logos
- No client information
- No identifying signs or vehicles

Upload your project photos separately by **Add Photo**. Min of 10–Max of 18 additional project photos.

Image Uploads

We'll need the before and after images you included in your project presentation images. These images will be used for our presentation and promotion purposes as a high-quality resolution of at least 300 dpi, a minimum of size of 4 x 6 (1200 x 1600) upload up to 20 images, but we require a minimum of 10. If you don't have 10 photos to meet the requirements.

Any photo enhancement is limited to brightness, contrast, or sharpness. No items enhancement techniques. Do not add or subtract items, or change the image in a project.

Please include 1 before, 1 after of the same picture view, and an additional 10-15 used in marketing if you win an award. Photos taken in landscape format are preferred.

Upload Before Photo *

Choose File No file chosen

Upload After Photo *

Choose File No file chosen

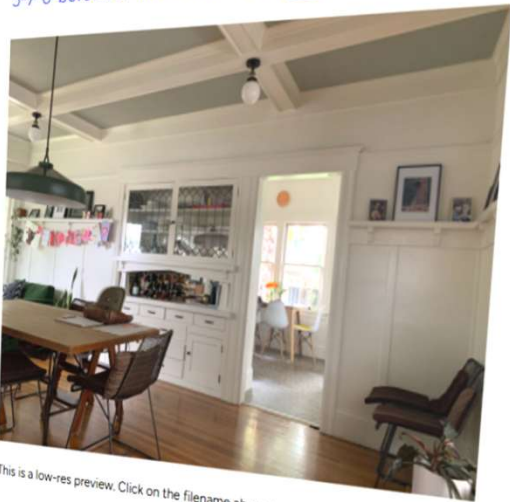
Before or After Images *

	Photos
	No Photos have been added. Click on Add Photo

Add Photo

Upload Before Photo *

5-7-o-before-or-after-images.jpg



This is a low-res preview. Click on the filename above to view the original.

Upload After Photo *

5-7-h-before-or-after-images.jpg



This is a low-res preview. Click on the filename above to view the original.

Upload Supporting Images

Upload your project photos separately by [Add Photo](#). *Min of 10–Max of 18 additional project photos.*

This is how the additional project photos will look when completely uploaded. You can [View in Fullscreen](#) or [delete](#) by clicking the trash can.

Continue to upload your Before & After project photos separately by clicking [Add another Photo](#). When complete, click [Save and Next](#).

Note: The portal will continue to remind you with this message until you upload at least the 10 additional photos minimum.

Before or After Images *

	Photos	Action
No Photos have been added. Click on Add Photo below.		

[Add Photo](#)

[Prev](#) [Save](#) [Save and Next](#)

Before or After Images *

	Photos	Action
		Edit Remove

[Add another Photo](#)

Please add at least 10 Photos.

Step 12 – Final Affirmation Checklist

Check the boxes to agree of your understanding of the rules and that your entry was submitted successfully based on the requirements throughout the submission pages.

When all boxes checked, click the **Save** button (to draft/ make Incomplete) or if ready to pay for the entry, click the **Add to Cart** button.

Rules

Submitter Information

Social Media

Project Information

Presentation & Photo Uploads

Submission Checklist

- I confirm that my project constitutes an improvement or addition to an existing structure, except as specified in the contest rules. *
- ☐ I confirm
- I confirm that the entry presentation is devoid of any references to the company, residence, project lead, or any team member involved. *
- ☐ I confirm
- I confirm that the Project Owner Release and Photographer Release forms are unaltered, duly signed, and uploaded. *
- ☐ I confirm
- I confirm that at least one 'before' image has been submitted, except for entries in the Residential Architectural Design category. *
- ☐ I confirm
- I confirm that if the project involves team members, all team member organizations NARI members in good standing. *
- ☐ I confirm
- I agree to authorize NARI to use, print, reprint and publish my presentation. *
- ☐ I confirm

Prev

Save

Add to Cart

Step 13 – Entry Cart – NEARLY DONE!

This is how the Shopping Cart will look when completely uploaded. If needed, you can take the **Action to [Copy Application](#)** (& then edit next copied entry with the needed information from above instructions) **OR** if you want to start another entry with blank fields, click **[Make Another Submission](#)** and continue adding your entries to pay for them all at once.

When you are ready to pay with your card details, click the **[Checkout](#)** button.



[Home](#) / [Carts](#) / [RotY Awards](#) / Confirmation

Review and Checkout

Title	Category	#	Cost	Details	Action
Forbus, Tonia	Residential Kitchen Under \$50,000	7076	\$140.00	Early Bird Entry Fee (for Single Company or Project Leads) Team Member (Remodel Team External To Your Company-e.g. vendors, subcontractors)	Select Copy Application Remove

Total: \$140.00

[Make Another Submission](#)[Print All Applications](#)[Checkout](#)

Paying For Your Submission(s) Cont'd

Enter your credit or debit card information into the appropriate fields.

When all required fields entered, click the **Process** button.

Total Amount Due: \$140.00

☒ Pay by Credit Card

Billing Information

Enter your payment details below.

Cards Accepted



Credit Card *



First Name

Last Name

Card Number



Expiration Month

Year

Security Code

Billing Address *

Street Address

City

Select

State / Province / Region



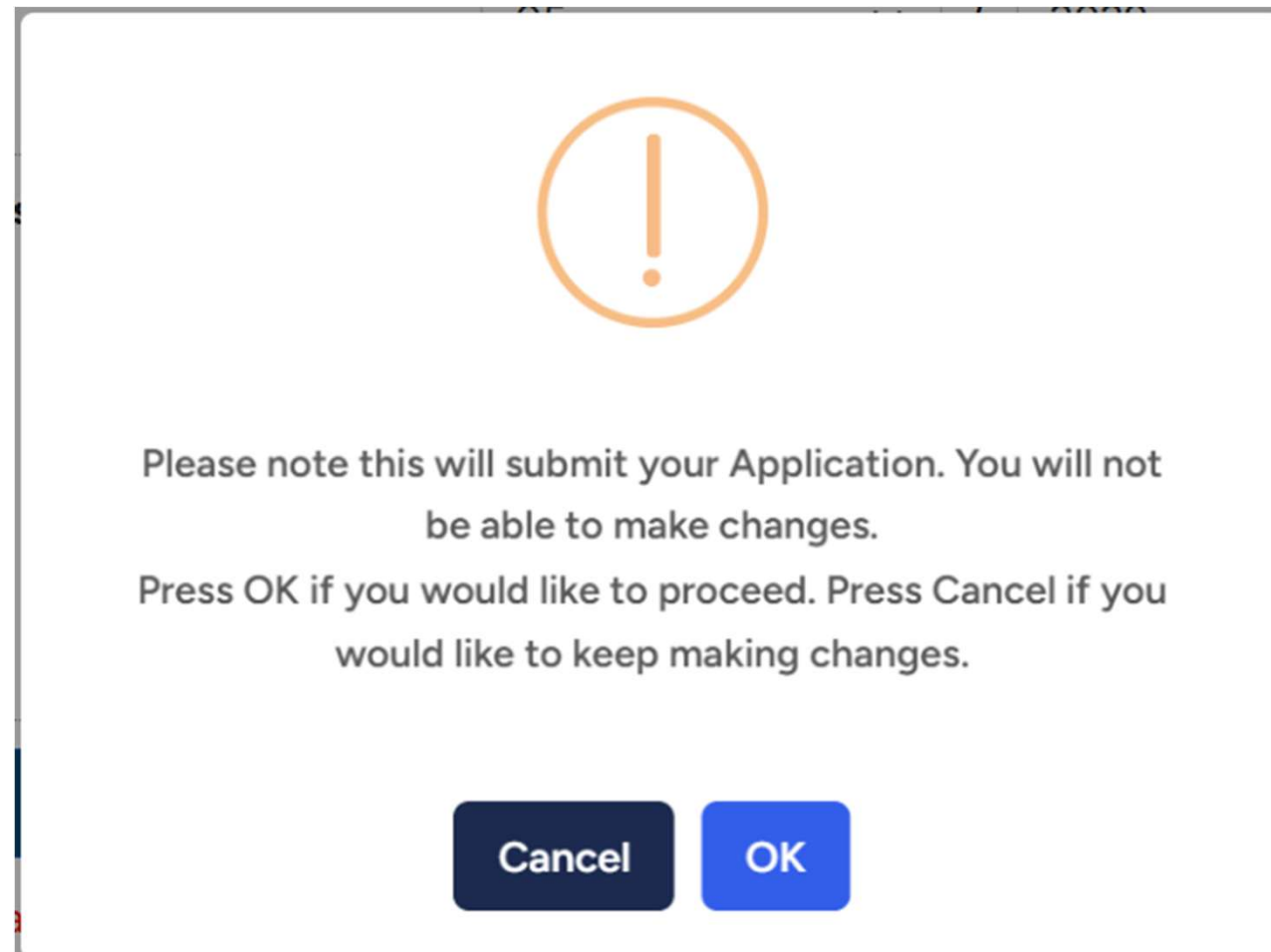
Back

Process

Step 14 – Finalizing Submission(s)

This pop up window will appear after you click the *Process* button with a reminder that once submitted, no changes can be made to your submission(s).

Click the blue **OK** button to proceed with finalizing your submission for judging.



Paying For Your Submission(s) Cont'd

This is how the **Payment Status/Invoice** module will look like when payment has been processed.

[Home](#) / [Invoices](#) / Invoice # 2016

Thank you

We have received your information successfully.

Invoice # 2016

[Back To List](#)

[Print Invoice](#)

[Print Invoice and All Applications](#)

Payment Status: Paid

Date	Details	Amount	Notes
8/2/2026	7076, Residential Kitchen Under \$50,000, Forbus, Tonia	\$1.00	Team Member (Remodel Team External To Your Company-e.g. vendors, subcontractors), Entry Fee Test

Portal Navigation Features-Incompletes

The upper left navigation menu will show all of your entries (applications) status, profile, and login access. Also, progress links will be visible will give you access to these folders.

This is how the **Incomplete** folder will look when your submission(s) are properly saved.

Home

My Applications

All (1)

Incomplete (1)

My Profile

In Progress

Submissions that you have started but not yet finished / submitted.

Complete

Submissions that have been received for review.

Incomplete

Last Updated	Program	Round	Application #	Category	Title	Action
	RotY Awards	Chapter	7081		Forbus, Tonia	Edit Remove Print
8/4/2026 05:15 AM	RotY Awards	Chapter	7078	Residential Kitchen \$50,000 to \$100,000	Forbus, Tonia	Edit Remove Print

Portal Navigation Features-Complete



The upper left navigation menu will show all of your entries (applications) status, profile, and login access. Also, progress links will be visible will give you access to these folders.



Home
 My Applications
All (1)
Complete (1)
Invoices
 My Profile

[In Progress](#)

Submissions that you have started but not yet finished / submitted.

[Complete](#)

Submissions that have been received for review.

This is how the **Complete** folder will look when your submission(s) are paid and ready for judging.

Complete

Program	Round	Application #	Category	Title	Last Updated	Action
RotY Awards	Chapter	7076	Residential Kitchen Under \$50,000	Forbus, Tonia	7/31/2026 08:13 PM	View Copy Application Print