**2025 *gia* Top Window Award**

**Evaluation Form**

**Retailer Contact Information**

* Retail Store Name:
* Contact Name:
* Title:
* Street Address:
* City, State:
* Postal Code:
* Country:
* Telephone:
* Email:
* How would you like your company name to appear in the possible press communications/other PR about the *gia* Top Window Award:
* Retail store website (if applicable):
* Number of Stores:

**Description of the Store**

Please provide a short description about your company/store. *(100 words maximum – used as background information only, not part of the award judging)*

**Description of the Window**

Please provide a short description about the window display you’re submitting for the award. What is the idea and concept behind the display? (*100 words maximum)*

**Description of possible special effects that are used *(not required)***

If any special effects (specialty lighting, motion, audio, scent, interactive, technology/video, etc.) are used in the window, please provide a short description.   
(*100 words maximum)*

**Photography Requirements**

* **3-5 photographs** of your best window display
* All photographs need to be digital images, **high resolution** 300 dpi .tiff or .jpg
* Photo dimensions: **Approximately 21 x 26 cm**
* **In addition, a short video of the window can be included (not required):** *Provide a short MP4 video of the window display that slowly spans the entire window from side to side and ends in the center – framing the window evenly. Try to keep the window in the frame and avoid areas above and below unless necessary. Feel free to zoom in on details or important design elements. When providing still images, consider sending detailed shots of the merchandise presentation along with the image of the overall window display.*

*Note: Store photos, information and testimonials may be used for PR purposes and future gia promotions, as well as in a gia PowerPoint presentation developed by the gia Expert Jurors to be used as a gia promotional/educational tool in various countries.*