

## **BCSLA SITELINES WEB ATLAS – SUBMISSIONS TERMS OF REFERENCE**

Please include the following with your submission to the Sitelines Web Atlas:

1. Name of project.
2. Name of firm/organization of record, and optionally the name of individual landscape architect(s).
3. Date of completion (and demolition if applicable –this site provides a venue for spaces lost to redevelopment to "live" and to be remembered).
4. Street address.
5. Description of the significance of the project and the role of the landscape architect (80-100 words).
6. Two or more digital photos (ideally 1200 x 1600 pixels). If file sizes exceed 8 MB, please upload to an FTP site and provide a link.

Following the professional code of conduct set out by the BCSLA Bylaws, please ensure that you:

- A. Obtain approval from the client and other professionals involved in the design as appropriate, before submitting it to the Sitelines Web Atlas.
- B. Are prepared to provide a full list of the project team members upon request.

For further information, please review the BCSLA Standards of Professional Conduct and Practice, found at <http://www.bcsla.org/profession/bylaws-standards>.

Please note: Images submitted for inclusion in the Sitelines Web Atlas will be made available to the Sitelines design team, and may therefore appear in other areas of [www.sitelines.org](http://www.sitelines.org).