

Honorary Membership

Our online submission site will have detailed instructions for uploading the required materials listed below in a single PDF file for your submission. Please note that high resolution images will not be accepted but may be requested at a later date.

Required submissions materials you may want to begin collecting will include the following:

- A one-page nomination letter by an AIA Board member, component, or Knowledge Community that summarizes the contributions made (Regional director must be notified of nomination if nominated by component or Knowledge Community. Regional director of member's assigned component must be notified of nomination if nomination made by anyone outside the assigned component)
- A maximum of two pages describing the nominee's professional activities and accomplishments that constitute distinguished service to *the profession of architecture or to the arts and sciences allied therewith*
- A maximum of two pages describing the nominee's professional activities and accomplishments that constitute distinguished service to *the Institute*
- A maximum of two pages describing all other qualifications (honors, awards, publications, positions held, etc)
- Other exhibits as appropriate to support nomination (photographs, brochures, booklets, etc.)
- A minimum of seven to a maximum of ten one-page letters of support; letters should be explicit in their recommendation and contain specific reasons for support. The one page letter is to be written on company letterhead containing an original signature
- Digital photo/image (headshot or portrait) of nominee

A copyright permission form and other nominee information will be completed online.