

Singapore Garden Festival 2024
3-11 August | Suntec Singapore

Nature & Community in Full Bloom



Floral Windows to the World Championship

3 to 5 August 2024

Registration Kit

Organised by:



Version 3: Updated on 20 March 2024

Competition Background

The Premier Tropical Garden and Flower Show - Singapore Garden Festival (SGF) will return in 2024 showcasing both international and local award-winning garden and floral designers' creations (the "Show").

Floral Windows to the World has always been a key highlight of SGF since the first edition held in 2006. It showcases colourful and creatively cut flower displays, complemented by stunning set design and lighting. Visitors to the Show can admire the enchanting displays of beautiful flowers, creatively and delicately designed by celebrated local and international floral designers.

At SGF 2024, Floral Windows to the World will adopt a fresh and different concept and will be renamed Floral Windows to the World Championship ("Championship"). For this new edition, the National Parks Board (the "Event Organiser") is calling for international floral designers to compete in the Championship.

Up to 18 shortlisted floral designers, each from a different country, ("Competitors", and each, a "Competitor") will compete in the Championship from **3 August 2024, Saturday to 5 August 2024, Monday**. The Championship is divided into three parts: Heats (18 Competitors), Semi-Final (10 Competitors) and the Grand Final (5 Competitors). The top 5 finalists will compete at a ticketed dinner event where the champion will be crowned.

This Championship is open to all international professional floral designers with a minimum of 5 years of experience in the floral industry or experience in various international floral competitions. Interested floral designers are welcome to submit their application by **31 March 2024, Sunday, 2359 hrs GMT 8**.

A. Details of Floral Windows to the World Championship

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|---------------------------------------|--|
| Venue (“ Championship Venue ”) | : Suntec Singapore |
| Singapore Garden Festival | : 3 to 11 August 2024 |
| Championship Duration | : 3 to 5 August 2024 |
| Reporting Time | : 1 hour before Task Commencement |
| Championship Schedule | : Refer to Section F (Key Information) |
| Task 1 | : 3 August 2024, 10:30am – 12:30pm |
| Task 2 | : 3 August 2024, 3:00pm – 5:00pm |
| Task 3 | : 4 August 2024, 10:30am – 12:30pm |
| Task 4 | : 4 August 2024, 3:00pm – 6:00pm |
| Announcement of 10 Semi-Finalists | : 4 August 2024, 8:00pm |
| Semi-Final (Task 5) | : 5 August 2024, 10:30am – 12:30pm |
| Announcement of Top 5 Finalists | : 5 August 2024, 7:00pm |
| Grand Final (Task 6) | : 5 August 2024, 7:15pm – 8:00pm |
| Prize Presentation Ceremony | : 5 August 2024, 9:15pm |
| Retrieval of Materials (Optional) | : 11 August 2024, 10:00pm – 11:59pm |

B. Awards and Recognition

1. A trophy will be awarded to the champion and first and second runners-up. Certificates will be given to all Competitors.



C. Judging Criteria

1. The judging criteria are as follows:

| Criteria |
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| <p>(A) Design & Originality</p> <ul style="list-style-type: none">• The overall design and its theme.• Creativity and style.• Choice of materials. |
| <p>(B) Professional Skills</p> <ul style="list-style-type: none">• Level of difficulty.• Overall workmanship, effective use of techniques, finishing and stability of design.• Care and attention given to the health and safety of the viewing public. |
| <p>(C) Impact</p> <ul style="list-style-type: none">• Visual appearance.• Quality, suitability and display of flowers, foliage and plants used. |
| <p>(D) Composition and Usage of space</p> <ul style="list-style-type: none">• Shape and form.• Proportion and scale.• Visual and actual balance.• Line and rhythm.• Colours and harmony.• Effective use of display space.• Designs must not exceed stated space allocation. |

2. The judging panel will include a team of technical judges who will judge the professional skills of the Competitors and compliance with the size-related requirements as set out in Section F below.
3. Each floral display must feature approximately at least 40% of fresh botanical materials including foliage, flowers and/or plants. Points may be deducted if this rule is not adhered to.
4. Any infringement of the terms and conditions set out in Section G below may result in either a disqualification from the Championship or a deduction of points.



D. Instructions for Application

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| <p>Entry Criteria</p> | <p>: 1. Individual participation only. 2. Applicant must be at least 25 years of age as of 1 January 2024. 3. Applicant must possess a minimum of 5 years of professional experience in the floral industry or show proof of competing in various international floral competitions.</p> |
| <p>Deadline for Submission of Application</p> | <p>: 31 March 2024, Sunday, 2359 hrs GMT 8</p> |
| <p>Submission of Application via this Form</p> | <p>: All applicants must complete this Form and are required to submit the following documents/information through the said form:</p> <ol style="list-style-type: none"> 1. Curriculum vitae, including professional experience and country that the applicant will be representing if shortlisted. 2. Clear photos or visuals of recent and past floral masterpieces/works, that showcase the applicant's 5 years of professional experience in the floral industry, including winning masterpieces/works in regional and international floral competitions. 3. Brief write up (not exceeding 100 words) with title and sketch/image of <u>an original piece of work</u> designed by the applicant. 4. A presentable photograph of the applicant in colour for use in publicity materials. 5. Name and nationality of floral assistant |
| <p>Notification to Shortlisted Competitors via Email</p> | <p>: April 2024</p> |
| <p>Important Notes</p> | <p>: 1. The National Parks Board (the "Event Organiser") reserves the right to reject late or incomplete submissions or entries without any of the compulsory documents listed above. 2. The Event Organiser will provide each Competitor with a production budget, on a reimbursement basis, of up to SGD 3,000 to subsidise the cost of the Competitor's participation in the Championship (the "Production Budget"), subject to the Competitor not being disqualified from the Championship and the Competitor's submission of the relevant invoices, receipts and/ or other supporting documents. The reimbursable items under the Production Budget are limited to air</p> |



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| | <p>tickets for the floral assistant and purchase of materials (including freight costs) for the floral pieces to be displayed by the Competitor during the Championship. For the avoidance of doubt, any disbursement from the Production Budget will only be made after the Championship has concluded.</p> <p>3. Competitors may not assign any of their rights and/or obligations in relation to this Championship to a third party.</p> |
| <p>Important Notes for Overseas Competitors only</p> | <p>1. The Event Organiser will reimburse the Competitor for one economy class return air ticket to Singapore capped at a predetermined amount which will be made known to the Competitor.</p> <p>2. The Event Organiser will provide hotel accommodation (one room, twin occupancy) for the Competitor and floral assistant for six nights. Should a Competitor wish to extend his/her stay at the hotel, the Competitor will have to make the relevant arrangements directly with the hotel at the Competitor's own cost. For the avoidance of doubt, any expenses charged to the Competitor's room during his/her stay at the hotel shall be solely borne by the Competitor.</p> <p>3. Competitors will be advised on further details of the reimbursement from the Production Budget and the provision of hotel accommodation after they have been shortlisted.</p> <p>4. The economy class return air ticket and the hotel accommodation is not applicable to the Competitor from Singapore.</p> |

E. Enquiries

For any enquiries, you may contact Mr Chua Zi Han at + 65 6471 9953 or via email at chua_zi_han@nparks.gov.sg.

F. Key Information

1. Competitors are required to complete Task 1, Task 2, Task 3 and Task 4 as set out in the table below (collectively, “**Tasks 1 to 4**”) within the duration stipulated in the table. Competitors who are shortlisted for the Semi-Final and Grand Final are required to complete Task 5 and Task 6 respectively as set out in the table below, within the duration stipulated in the table. Task 1, Task 2, Task 3, Task 4, Task 5 and Task 6 shall collectively be referred to as the “**Tasks**”, and individually as a “**Task**”.
2. Tasks 1 to 5 will be held at the booth measuring 5 metres in length x 4 metres in width x 3 metres in height that each Competitor will be allocated.
3. The Grand Final (Task 6) will be held on stage at the Hospitality Pavilion of the Championship Venue.
4. The Floral Displays from Task 5 and Task 6 will be moved to a separate display area after the Grand Final.
5. For purposes of this document, a “**Floral Display**” refers to any floral piece which is constructed and displayed by a Competitor during the Championship and “**Floral Displays**” shall refer to two or more of such floral pieces.
6. The tentative schedule of the Championship is as follows: -

| Date | Time | Itinerary | Theme / Description |
|-----------------------------|------------|--|---|
| 31 July 2024 (Wednesday) | - | Arrival in Singapore (for overseas Competitors) | Overseas Competitors must arrive in Singapore and check in to hotel by 31 July 2024. |
| 1 August 2024 (Thursday) | 8am - 10pm | Preparation | Materials sourcing, flowers conditioning, etc. Competitors may start to move materials into the Championship Venue. Any freight delivery must be arranged to arrive and be moved into the Competitor's booth at the Championship Venue only on 1 August 2024. |
| 2 August 2024 (Friday) | 8am – 5pm | Preparation | Materials sourcing, flowers conditioning, etc. |
| 2 August 2024 (Friday) | 6pm – 10pm | SGF 2024 Awards Night | Dinner for Competitors and Floral Assistant. |

| Date | Time | Itinerary | Theme / Description |
|-----------------------------|--|-------------------------|---|
| 3 August 2024 (Saturday) | 10:30am – 12:30pm (Duration: 2 hrs) | Task 1 | Designer's Choice The floral display must be at least 2mL x 1.5mW. The height must not exceed 2.5mH. |
| 3 August 2024 (Saturday) | 3pm – 5pm (Duration: 2 hrs) | Task 2 | Bridal Bouquet A black pedestal of 0.5mL x 0.5mW x 1mH will be provided. |
| 4 August 2024 (Sunday) | 10:30am – 12:30pm (Duration: 2 hrs) | Task 3 | Table for Two The floor area occupied by the table and seating for 2 must not exceed 2mL x 2mW x 2.5mH. The Event Organiser will not provide any furniture and tableware for this Task, including the table and 2 seats. |
| 4 August 2024 (Sunday) | 3pm – 6pm (Duration: 3 hrs) | Task 4 | Surprise Package |
| 5 August 2024 (Monday) | 10:30am – 12:30pm (Duration: 2 hrs) | Semi Final (Task 5) | Surprise Package |
| 5 August 2024 (Monday) | 7:00pm – 8:00pm (Duration: 1 hr) | Grand Final (Task 6) | Surprise Package This final round, which will be held within a ticketed dinner event, will be held on stage at the Hospitality Pavilion. |
| 6 August 2024 (Tuesday) | Morning | Departure | Debrief for Competitors Depart Singapore (for overseas Competitors) |

G. General Terms and Conditions

1. The Championship will be conducted in English, and all Competitors are expected to be proficient in both spoken and written English. Any communication with the Event Organiser, including but not limited to submissions, queries, and appeals, must be made in English. Failure to comply with this requirement may result in disqualification from the Championship.
2. For the duration of the Championship, the Event Organiser will allow each Competitor to use an area measuring 5 metres in length x 4 metres in width x 3 metres in height at the Championship Venue (“**booth**”) for his/her Floral Displays in respect of Tasks 1 to 4. For the avoidance of doubt, all Floral Displays from Tasks 1 to 4 must collectively fit into the booth. The booth will include a 3-sided wall and one (1) base flooring in white or such other single colour of the Competitor’s choice, four (4) 10W LED spotlights, and a 13 Amp power point (13A 3-Pin Standard UK Plug Type G). The standard voltage in Singapore is 220V/240V, 50 Hz.
3. Only Competitors are allowed within the booth during the Competition Timing for Tasks 1 to 4. For the avoidance of doubt, floral assistants are only allowed within the booth outside of the Competition Timing for Tasks 1 to 4. For purposes of these terms and conditions, “**Competition Timing**” refers to the duration of each Task as stipulated in the table in Section A above.
4. Competitors will also be allowed to use a working space in front of the booth for the duration of the Championship. Each Competitor will be provided with 2 tables measuring 1.2mL x 0.6mW for the Competitor’s use in relation to Tasks 1 to 4 and only within the working space in front of the booth. For the avoidance of doubt, Competitors are not allowed to use either of the said tables for the Floral Displays in respect of Task 3.
5. Each Competitor is required to bring his/her own materials for Tasks 1 to 3.
6. The designs of all Floral Displays must be the Competitor’s original work and must not infringe the copyright of any third party.
7. All Floral Displays must be self-standing. No nailing or drilling is allowed to secure a Floral Display to the side wall or the base flooring of the booth (in respect of Tasks 1 to 5) or to the stage (in respect of Task 6).
8. Only fresh and dried plants, foliage and flowers can be used for the Floral Displays. Use of artificial flowers, silk flowers and non-biodegradable floral foams are not permitted, and any Competitor who uses such materials will be penalised or disqualified from the Championship.

9. Competitors are not allowed to bring in ready-made floral arrangements or pre-flowered/foilage pieces or extensions into the Championship Venue. Should a Competitor and/or his/her floral assistant bring in any such items, such Competitor will automatically be disqualified from the Championship. The Event Organiser reserves the right not to disburse the Production Budget to the Competitor in the event that the Competitor is disqualified from the Championship.
10. Competitors are allowed to condition their flowers, plants or foliage prior to Task 1, Task 2 and Task 3, at an allocated location and time as determined by the Event Organiser. Each Competitor with the help of his/her floral assistant will be permitted to erect his/her 'Designer's Choice' structure (in respect of Task 1), bridal bouquet holder (in respect of Task 2), furniture and tableware (in respect of Task 3) in the booth prior to the Competition Timing for Task 1, Task 2 or Task 3 (as the case may be). Save for the aforementioned structures and furniture, no non-botanical materials shall be erected in the booth prior to the Competition Timing of Tasks 1 to 4. For the avoidance of doubt, the Competitor shall ensure that no dried or fresh botanical materials for the Floral Displays are brought into the booth or onto the stage (as the case may be) until the Competition Timing for the relevant Task.
11. Competitors are required to bring their own tools for the Championship. No borrowing or sharing of tools is allowed. Competitors are to note that for the Semi-Final (Task 5) and Grand Final (Task 6) of the Championship, they are only allowed to use the following items listed below:

| Permissible items for Semi Final (Task 5) and Grand Final (Task 6) | | | | |
|---|------------------|-------------|---------------------------|-------------|
| Double-Sided Tape | Florist Scissors | Scotch Tape | Thorn/Foliage Stripper | Wire Cutter |
| Flat-nose Pliers | Masking Tape | Secateurs | Utility Scissors | Glue Gun |
| Floral Knife | Pen Knife | Stapler | Wash Bottle or Equivalent | - |

12. Save for Task 2 (Bridal Bouquet), all plant materials used for the Tasks must be in water or in water-retaining materials, unless otherwise stated. Further details will be provided to Competitors prior to Task 2.
13. Competitors are not allowed to leave the Championship Venue before the end of the Competition Timing for a particular Task without the Event Organiser's approval. Should a Competitor leave the Championship Venue before the end of the Competition Timing for a particular Task, he/she will not be allowed to re-enter the Championship Venue without the Event Organiser's approval.
14. After the completion of each Floral Display, the Competitor and the floral assistant are required to clean up the area at which the Floral Display was constructed and its immediate vicinity within one hour from the end of the Competition Timing for the relevant Task, failing which points will be deducted from the Competitor's total score.

15. Competitors are responsible for providing sufficient plant/floral materials for maintenance of their Floral Displays in respect of Task 1, Task 2 and Task 3. The Floral Display in respect of Task 2 (Bridal Bouquet) is expected to be in good condition until 8 August 2024 and the Floral Displays in respect of Task 1 (Designer's Choice) and Task 3 (Table for Two) are expected to be in good condition until 11 August 2024. The Event Organiser will provide manpower for the maintenance of the Floral Displays in respect of Task 1, Task 2 and Task 3.
16. The Competitor may retrieve any materials from within their booth only from 10:00pm to 11:59pm on 11 August 2024 (Sunday). For the avoidance of doubt, Competitors are not allowed to retrieve any materials from their Floral Displays in respect of Task 5 and/or Task 6.
17. The Event Organiser will tear down the Floral Displays after the end of the Championship and dispose of all items at its own discretion. The tear down will take place from 9am onwards on 12 August 2024 (Monday).
18. The Event Organiser reserves the right to dispose of any item that is not removed from the Championship Venue after 11:59pm on 11 August 2024 and the Event Organiser shall not be liable to the Competitor for any loss, expenses, damages or any other consequences arising from such disposal.
19. The decision of the judging panel is final and conclusive. Any scoring grievances of Competitors should be made known to the Event Organiser within 24 hours from the awards ceremony. The Event Organiser reserves the right not to award any prizes if the Floral Displays do not meet the minimum standard for the award of prizes.
20. Each Competitor retains full copyright in the Floral Displays which he/she constructs for the Championship and grants to the Event Organiser the right to reproduce the design of such Floral Displays without the prior approval of the Competitor. In the event that the Event Organiser reproduces the said designs, the Event Organiser will acknowledge the Competitor as the designer of the same.
21. Competitors are responsible for their personal belongings. The Event Organiser will not be responsible or liable for any injuries, lost, damaged or stolen items or any other losses resulting from the Competitor's participation in this Championship.
22. Staff of the Event Organiser and their immediate family members are not allowed to participate in this Championship.
23. The Event Organiser reserves the right to amend these terms and conditions without prior notice.

Registration kit versions and amendments

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|---------------|---|
| 3 March 2024 | Version 1 issued |
| 7 March 2024 | Version 2 issued <ul style="list-style-type: none"> Updated Section G, para 5 “for Tasks 1 to 3” instead of “for Tasks 1 to 4” |
| 20 March 2024 | Version 3 issued <ul style="list-style-type: none"> Updated Section D “Deadline for Submission of Application” to 31 March 2024, Sunday, 2359 hrs GMT 8 |