



Full Terms and Conditions: Ōpōtiki Welcome Sign Competition: Design the Sign

1. Promoter

This competition is run by **Ōpōtiki District Council** (“Council”).

2. Competition Purpose

To select a community-designed concept for a “Welcome to Ōpōtiki” sign that reflects the people, place, history, and aspirations of the Ōpōtiki township.

3. Key Dates

- **Opens:** 9 March 2026
- **Closes:** 8 May 2026
- **Winner announced:** the week of the 11 May 2026
Council may extend or amend dates if necessary and will publish changes on Council and its Facebook page.

4. Eligibility

- Open to all **residents of the Ōpōtiki District**.
- Entrants under 18 must have parent/guardian consent (see Section 17).
- Council staff and their immediate families are NOT eligible. Contractors involved in this project are NOT eligible.

5. How to Enter

- Submit your design concept and signed consent form by **[email/upload or physical delivery]** by the closing date.
- Limit **one** entry per person/team. Team entries must nominate a lead contact.

6. Design Requirements

- Must be **original**, created by the entrant(s), and not previously published or submitted elsewhere.
- Must **reflect Ōpōtiki**—its people, place, history, culture, environment, economy, and/or future.
- **Cultural integrity:** Incorporation of Māori imagery, kupu/te reo, and/or motifs should be **respectful** and **appropriate**, with particular care for **mana whenua narratives and mātauranga Māori**. Council may seek advice from mana whenua and cultural advisors.

- Must be suitable for public display: no offensive, defamatory, discriminatory, or unsafe content.
- Practicality: Designs should consider visibility, legibility at speed, materials, maintenance, and safety. (Final engineering, sizing, and materials will be Council-determined—see Section 10.)

7. Originality, Permissions, and Third-Party Rights

- Entrants warrant their design is original and does not infringe any copyright, trademark, design right, or other rights.
- Do **not** include images, logos, or fonts that you do not have a license or permission to use. If you use licensed elements, you must disclose and provide evidence of the license.
- If your design includes identifiable people or private property, you must obtain written consent (model/property releases) and provide these upon request.

8. Shortlisting and Judging

- Eligible entries will be assessed by council staff and a shortlist provided to a panel of judges.
- **Judging criteria** (weighted as Council determines):
 1. Relevance to Ōpōtiki (identity, story, place);
 2. Cultural integrity and appropriateness;
 3. Creativity and originality;
 4. Visibility and readability;
- The panel's decision is final.

9. Prizes

- **Winning sign:** \$500 Prezzy card
- **Runner up prizes:** 3x \$100 Prezzy cards
- Prizes are **not transferable or exchangeable**. Council may substitute a similar prize if required.

10. Design Development and Council's Right to Modify

- The winning entry is a **concept**. If selected, it may be **refined and adapted** by Council and its advisors for safety, readability, bilingual layout, materials, resource/traffic consenting, and overall feasibility.
- Council may combine elements from entries (with permission) or commission further professional work to realise the sign.

11. Intellectual Property (IP)

- **Assignment (common for public signage):**
 - By accepting the prize, the winner **assigns** to Council all IP in the winning design including the right to adapt, reproduce, publish, and communicate the work in any media for Council purposes.
 - The winner retains the right to be credited as the designer where practicable, unless the winner agrees in writing otherwise.

12. Non-Winning Entries

Entrants grant Council the right to display non-winning entries for judging, exhibition, and promotional coverage of the competition (including online and social media), with credit where practicable. Council will not use non-winning designs to produce the sign without first agreeing terms with the entrant.

13. Cultural Safety and Approvals

- Council reserves the right to consult with mana whenua regarding cultural narratives, motifs, and language usage, and to require changes or decline a design on cultural integrity grounds.
- Any use of **te reo Māori** must be accurate and appropriate. Council will seek advice where required.
- Where applicable, Council will work with mana whenua on final design approvals.

14. Location, Compliance, and Safety

- The final sign location(s) will be determined by Council and may require approvals (e.g., NZTA/Waka Kotahi traffic safety guidance, resource/building consents, road reserve permissions).
- Council will manage engineering, materials, fabrication, installation, and maintenance considerations.
- Designs may be modified to meet **road safety** and **legibility** standards.

15. Publicity and Credits

- By entering, entrants consent to the use of their name and their design concept by Council in communications, publications and additional signage without additional payment.
- Council will endeavour to credit creators where practicable.

16. Disqualification

Council may disqualify entries that are late, incomplete, ineligible, plagiarised, offensive, unsafe, or that otherwise breach these Terms.

17. Minors

Entrants under 18 must provide verifiable **parent/guardian consent**. Council may contact the guardian to confirm consent. Prizes for minors may be awarded to the guardian.

18. Privacy

- Council collects personal information to administer this competition and for publicity if you win or are shortlisted.
- Information will be handled in accordance with the **Privacy Act 2020** and Council's privacy policy (www.odc.govt.nz/privacy-policy).
- You may request access to, and correction of, your information by contacting **info@odc.govt.nz**

19. Liability

- To the extent permitted by law, Council is not liable for any loss, damage, or injury (including indirect or consequential loss) suffered as a result of entering or being unable to enter, or in relation to prize acceptance or use.
- Council is not responsible for technical failures or lost/delayed entries.

20. Costs

Entrants bear their own costs of creating and submitting entries. Council covers costs of all post-selection professional development, approvals, fabrication, and installation.