We invite you to visit the WMAIA website at www.wmaia.org for all WMAIA information, including upcoming programs, contacts, useful links, and more. This website will be updated on a quarterly basis.

ARCHITECTURAL FIRM PROFILE SUBMISSIONS FOR WEBSITE

AIA Member Benefit: All WMAIA *licensed architectural firms* and *architectural sole practitioners with current memberships* may submit a firm profile for inclusion on the website. View other firm profiles examples at www.wmaia.org.

Please send information to Julie Waggoner at jwaggoner@micablue.com. Please follow the guidelines below; material that does not follow these guidelines will be returned. Information received after the deadline will be included in the next quarterly update. We thank you for your understanding on this policy.

Contact Information:
Please submit Firm Name, Address, Phone and Website in the following format:
Architecture UnLimited, 4 Slide Rule Street
Outinasticks, Massachusetts 01099
413 . 661 . 2222   www.architectureunlimited.com

Photographs:
Please submit a maximum of four photographs or graphics of your firm's work, maximum size of 5" x 7", 72 dpi. Photos and graphics may be cropped by WMAIA to fit the website, or for consistency of size. Please view other firm profiles on www.wmaia.org for examples of photographs and graphics.

Firm Profile/History:
Please submit a maximum of 110 words describing your firm and its work, awards, and/or descriptions of the project photos and graphics to be displayed in your profile. Please read other firm profiles on www.wmaia.org for examples of firm profiles. Please note that due to word length and paragraphing, the word count of 110 may vary. If editing is necessary, you will be contacted for your approval of the final text.

SCHEDULE
The www.wmaia.org site is updated **quarterly** and therefore the submission deadlines are strictly respected. If your submission is not received prior to the deadline, it will be added to the website in the next round of updates. Thank you for your understanding on this policy.

January 1:	Solicit images from members
February 15:	Deadline to receive materials
March 15:	Site updated
April 1:	Solicit images from members
May 15:	Deadline to receive materials
June 15:	Site updated
July 1:	Solicit images from members
August 15:	Deadline to receive materials
September 15:	Site updated
October 1:	Solicit images from members
November 15:	Deadline to receive materials
December 15:	Site updated