



EMPLOYEE NOMINATION PREPARATION SHEET

BEFORE YOU SUBMIT A NOMINATION:

Please be sure you have accurate and complete information before you begin the nomination form. Double-check the nominee's title, spelling of names, email addresses, etc. We will notify the employee that they have been nominated, so we need to be sure we have accurate contact information. We will not share the details of the nomination with them.

When preparing your nomination, please remember that a submission with good details and examples has a much better chance at garnering an award than a brief and hastily prepared nomination. Be sure to give your nominee the best chance of being recognized by thoughtfully preparing their nomination. Do your research and get plenty of information before you start your online nomination so you can show us why your nominee deserves to win.

EXCELLENCE IN HOSPITALITY AWARDS NOMINATION CATEGORIES

Nominations may be made in these categories. Please be sure you are nominating in the appropriate category. The tourist bureau reserves the right to reassign a nomination to a category other than the one in which it was submitted. Categories may be subdivided based on nominations. There may be more than one winner in a category.

Attraction of the Year

Recognizing an attraction for contributions to Shreveport-Bossier's tourism industry by implementing innovative ideas and/or demonstrating a passion for enhancing travel to the community.

Attraction Employee of the Year

Recognizing an individual for his/her extraordinary contributions and commitment to his/her community attraction and guests.

Hotelier/Casino of the Year

Recognizing a hotel Owner, General Manager, Manager, or Senior Management Team member for his/her extraordinary contributions to Shreveport-Bossier's hotel industry and his/her hotel and its guests.

Hotel/Casino Employee of the Year

Recognizing a full-service or limited-service hotel/casino employee, other than senior management, for his/her extraordinary contributions to Shreveport-Bossier's hotel/casino industry and his/her hotel and guests. This includes sales, non-sales, housekeeping, operations, maintenance, valet, and bellman.

Restaurateur of the Year

Recognizing an owner, general manager, manager, or senior management team member for his/her extraordinary contributions to Shreveport-Bossier's restaurant industry and his/her restaurant and patrons. This includes independently owned restaurants, hotel restaurants and casino restaurants.

Restaurant Employee of the Year

Recognizing a restaurant employee, other than senior management, for his/her extraordinary contributions to Shreveport-Bossier's restaurant industry and his/her restaurant and patrons. This includes independently owned restaurants, hotel restaurants and casino restaurants.

Chef of the Year

Recognizing an individual chef who has shown exemplary commitment to his/her employees and growing Shreveport-Bossier's diverse restaurant and culinary industry. This includes independently owned restaurants, hotel restaurants and casino restaurants.

Bartender of the Year

Recognizing an individual bartender who has shown a commitment to advancing the art of bartending and to providing his/her guests with an exemplary experience. This includes independently owned restaurants, hotel restaurants and casino restaurants.

Hospitality Hero (Individual Employee)

Recognizing an individual in the tourism or hospitality industry that has gone above and beyond to innovate, support frontline workers, provide assistance in the community, or act selflessly during the COVID-19 pandemic.

Hospitality Hero (Business or Organization)

Recognizing a business or organization in the tourism or hospitality industry that has gone above and beyond to innovate, support frontline workers, provide assistance in the community, or act philanthropically during the COVID-19 pandemic.

Provide the following information about the *person who is submitting* the nomination:

First Name:

Last Name:

Title:

Company:

Email:

Phone:

Please provide the following information about the *nominee*:

Nomination Category:

(See list of categories at the bottom of this document. SBCTB reserves the right to change category.)

Nominee's First Name:

Nominee's Last Name:

Nominee's Gender:

Nominee's Job Title:

Nominee's Email Address:

Nominee's Phone:

Nominee's Company Name:

Nominee's Company Address:

Nominee's Company City:

Nominee's Company State:

Nominee's Company Zip Code:

Length of employment:

(How many years has the nominee worked for this company?)

Years in industry:

(How many years has the nominee worked in the hospitality/tourism industry?)

Please tell us about what makes this nominee stand out in each category below. Feel free to use your preference of bullet points or sentence format.

Awards and Achievements: (List specific awards and/or achievements the nominee received. Limit 500 words.)

Extraordinary Contributions: (Describe the nominee's contributions to Shreveport-Bossier's tourism industry. Include details about innovative ideas, demonstrating passion for enhancing travel, extraordinary contributions to the industry, selfless and philanthropic acts, etc. (Limit 500 words).

Has this nominee participated in community service outside of work hours?

Provide additional information we should consider during the selection process. (Limit 500 words.)

Provide a 50-word description that summarizes why this employee has been nominated.