



PerthAirport

WESTERN AUSTRALIAN  
TOURISM AWARDS

## **2018 Rules for Entry**

1. You are encouraged to enter the category that best reflects your core business. If you are entering more than one category, a separate and complete nomination and submission must be submitted electronically for each category. Entrants may only enter **one** submission in any one of the following group of categories:

- Attractions: Enter either category 1 or 2;
- Festivals & Events: Enter either category 3 or 4;
- Tour and Transport Operators: Enter either category 11 or 12;
- Accommodation: Enter either category 17, 18, 19, 20, 21, 22 or 23.

**Please note:** Specialised Tourism Services category is for entrants that are unable to meet the criteria of other categories. Entrants to this category are not permitted to enter any other additional categories.

2. Achievements or activities referred to within your entry must relate to the qualifying period: **1 July 2017 – 30 June 2018.**

• Entrants must have traded for the **entire** qualifying period.

Exceptions apply to seasonal facilities and the following categories:

- 3 - Major Festivals & Events
- 4 - Festivals & Events
- 14 - Destination Marketing
- 24 - New Tourism Business

(The activity being put forward for consideration must have occurred within the qualifying period)

3. Unanswered questions will attract zero points. If you feel that you cannot answer a question please discuss this with your State/Territory Tourism Awards Coordinator. If you still feel the question is not relevant please explain your reasons within your submission.

4. Entrants must be based or operate in the state or territory of their nomination.

- An exception to this rule exists where there is a genuine community interest allowing an entrant to choose to nominate in another State/Territory's Awards program. To qualify for this exception the entrant must be able to demonstrate proof of membership in a relevant association OR provide a letter from that State/Territories tourism office confirming the entrant's participation in marketing campaigns or activities.
- Should a company have individual operational branches or properties in other States/Territories they may enter the individual state/territory awards as long as the majority of the submission focuses on the activities undertaken in that State/Territory.

5. An entrant, such as a chain or franchise that has multiple products, must enter each product individually if they want each business to be able to promote the achievement of winning a tourism award. Alternatively, the business may enter but the logo may only be used by the corporate entity, not the individual products.
6. An entry cannot be moved into another category following the closing date for lodgment of submissions.
7. If at any time following submission of an entry the business being put forward goes into administration, voluntary receivership, liquidation or bankruptcy, the entrant is required to advise the State/Territory Tourism Awards Coordinator and accepts that the submission will no longer be eligible for an award.
8. There is no direct entry into the Qantas Australian Tourism Awards. Only State or Territory tourism award winners in categories 1 through 25 will automatically become a finalist in the Qantas Australian Tourism Awards.
9. **HALL OF FAME:** Entrants who win the same category three consecutive years in a row at the State/Territory Tourism Awards will receive an award and entry into the Hall of Fame, the following year.

Entrants who win the same category three consecutive years in a row at the National Tourism Awards will receive an award and entry into the National Hall of Fame.

Entrants that are inducted into the **National Hall of Fame** are precluded from entering into that specific category at the State/Territory level for a period of two years. This does not apply at a State level. **Note:** The entrant may enter other categories

For Category 14 - Destination marketing, a Hall of Fame status can be awarded to organisations who enter different campaigns (each year) in this category when they receive three consecutive gold wins (regardless of which campaign is entered).

### Site Visits

1. The purpose of the site visit is to assess the business being nominated and for verification of claims that may be made within the submission. The site visit will be prearranged at a mutually convenient time and the judges have a proforma from which they work.

Site visit judges will ask to see the following:

- Customer Service Policies
- OH&S policies and Risk Management Policies
- Human Resources Policies
- Sustainability Policies
- Marketing Plans
- Business Plans

The absence of these documents will be reflected in the score.

2. The site inspection is out of 20 points. This score will be added to the submission score.

All entrants will receive a site visit with the following exceptions:

- **Categories 3 and 4** – Entrants in these categories will be asked to provide relevant documents via email. The allocated judge will call the entrant directly to discuss any requirements and where applicable will visit their workplace/site office. There will be no points awarded.
- **Categories 8 and 24** – These categories will be visited and evaluated but due to the potential diversity of entrants, will not be awarded any points.
- **Category 14, 28 and the individual awards** – These categories do not undergo a site visit.

3. Scores from the site visit **do not** apply at the Australian Tourism Awards.

### **What do I submit electronically?**

1. Nomination details through the new Awards Online Program. Please fill out all the available fields that relate to your category. **(nominations close Monday 28 May 2018)**
2. A description of no more than 100 words of your company/product, which will be used to determine your eligibility for that category and will also be used by media, for announcements at the presentation ceremony, in promotional material and on website listings.
3. Your submission can be added to regularly by logging into the new Awards Online Program, and the final submission must be submitted by **5pm, Tuesday 21 August 2018**.
4. On top of the images provided throughout your submission, you will also need to provide ten (10) additional images illustrating your business. By supplying these images you ensure maximum exposure at the Gala Awards Ceremony and in official advertising and publications.

#### **Please note when supplying images:**

Landscape only

Image Formats: JPEG/TIFF

Minimum Size: 1280 x720 px

Recommended Size: 1920 x 1080 px

### **Our Assurance**

1. All information submitted is strictly confidential. All persons, for example Tourism Awards Coordinators and judges, who may come into contact with your submission, are each required to sign a confidentiality agreement and at no time will your submission be downloaded.

### **Lodgement**

1. Please ensure your submission is lodged electronically to the portal by **5pm, Tuesday 21 August 2018**. **Please note: late entries will not be accepted.**

### **Disclaimer**

- By entering the **2018 Perth Airport WA Tourism Awards** you authorise the use and/or reproduction of images and the 100-word description provided in relation to any editorial/advertising purposes initiated in conjunction with the awards and the Australian Tourism Awards.
- Your contact details may also be supplied to agencies engaged on behalf of award organisers/committees for promotional purposes.
- Under no circumstances will judges be held responsible for any comment, viewpoint or expression, whether expressed or implied, concerning the standard or quality of an entrant's submission. By ticking the terms and conditions box, you agree not to bring a claim against any judge, or Tourism Council WA in relation to feedback on your submission.

### **Judges' Decision**

All submissions are independently scored by three members of the judging panel. Results are correlated by an Independent Auditor and Chair of Judges and an agreement reached on the winner with the judging panel. A 75% score must be achieved for an entrant to be deemed as a finalist. A single entrant category does not guarantee the entrant as a winning entry.

For more information, please contact

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## How does the Awards process work?

