

SUBMISSION INFORMATION:

PHOTO. Submit a digital “on the job” photo of your nominee with this completed form. Digital photos can be emailed to Rubylee Legaspi at rlegaspi@vbgov.com. If you need assistance obtaining a photo, please contact Rubylee no later than March 8 to schedule.

DESCRIPTION. Tell the awards committee in approximately 100 words the reasons for your nomination.

Include the following information to describe your nominee:

- > **Why is he/she being nominated?** - Provide specific examples of their work.
- > **Quality of work** - Describe the thoroughness of the nominee’s work.
- > **Dependability** - Reliability in assigned visitor servicing tasks; does he/she stick to the job and perform well without constant supervision?
- > **Cooperation** - Define his/her willingness to work with and for others.
- > **Personality/disposition** - Friendliness; overall disposition while on the job; effect of disposition
- > **Appearance** - Is the nominee neat and tidy; does he/she present a positive image to company and visiting public?
- > **Community Involvement** - Any community related activities in which he/she is involved?
- > **Number of years’ experience**
- > **Specific examples of how this person has provided stellar service**
- > **Please include a letter(s) of support.**

(Nominee name will automatically populate upon printing)

I AM NOMINATING

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FOR

NATIONAL TOURISM WEEK HOSPITALITY EMPLOYEE OF THE YEAR BECAUSE:

Thank you for making a nomination!

Please return this form and your supporting documentation to:

RUBYLEE LEGASPI

Virginia Beach CVB

2101 Parks Ave, Ste 500, Virginia Beach, VA 23451

Phone: (757) 385-6668

Fax:

(757) 437-4747

E-mail:

rlegaspi@vbgov.com

HOTEL NOMINATIONS may be sent directly to the
Virginia Beach Hotel Motel Association

ATTN: DEBORAH BURINGA

Phone: (757) 428-8015 | Fax: (757) 425-3760

Email: dburinga@vbhma.com

NOMINATIONS ARE DUE BY MARCH 8, 2012