



2019 Circle of Excellence Awards Nomination

We are excited that you want to participate in our 2018 Circle for Excellence Awards Ceremony. In order to submit the nominee's information, please follow the instructions below:

1. Go to: <https://sefaa.awardsplatform.com/>

If you have not created an account, under the **“Register”** box, add information required to create a new account. Please note that under your account, you are able to submit multiple nomination entries. If you have an account already, please log in.

A screenshot of the SEFAA 2019 registration and login page. The page features the COE logo at the top center. On the left, a teal box titled 'Start here' contains a four-step list: 1. Register an account, 2. Have an account already? Log in, 3. Start your nomination (save it in-progress), and 4. Submit your nomination to be in the running. Below this are social media icons for Facebook, Twitter, LinkedIn, Email, and a plus sign. The main content area is divided into two columns. The left column is titled 'Register' and contains input fields for First name, Last name, Email, Password, and Confirm password. It also includes two checkboxes for terms and conditions, a 'Register' button, and a section for 'or register with' with Google, Facebook, and Twitter buttons. The right column is titled 'Log in' and contains input fields for Email or mobile and Password, a 'Remember me' checkbox, a 'Log in' button, and a 'Reset password' link. Below the 'Log in' section is a section for 'or log in with' with Google, Facebook, and Twitter buttons. A yellow rectangular box highlights the 'Register' section.

2. Once logged in into your account, please start your entry

**Keep in mind you can save it in-progress and come back after to complete your nomination.*

SEFAA

My entries

COE
CIRCLE OF EXCELLENCE

Important awards information

Dates

- Entry deadline: Tuesday, October 1, 2019 at 11:59 p.m.
- Please note the entry deadline, this date is final and there will be no extensions provided. The system will automatically prevent entry submission after the deadline.
- Finalists will be announce during awards ceremony: Friday, November 15, 2019

Support

If you have any questions on the nomination process, please contact SEFAA by email to nominations@sefaa.org or call 800-627-7921

- You may edit your entry after submitting, up until the entry deadline.
- Please make sure all your personal details are entered accurately, including contact details, as this will be used in the awards presentation if selected as a finalist.
- You are eligible to enter more than one category, as long as the work submitted meets the criteria.
- Please make sure to completely submit your entry.

Hello, Talisa Brooks!

You have no entries yet. What are you waiting for?

[Start new entry](#) **Click to start your entry**

3. Select a category that corresponds to your nominee

- Click the drop-down menu and browse for the category you would like to submit the nomination.

SEFAA

My entries

My entries → Start entry

All questions must be answered, unless marked optional.

Begin Nomination | Nominee Information | Narratives | Attachments

Category

- 1.1 Community Manager of the Year - Garden Style Community
- 1.2 Community Manager of the Year - Mid-High Rise Community
- 1.3 Maintenance Supervisor of the Year - Garden Style Community
- 1.4 Maintenance Supervisor of the Year - Mid-High Rise Community
- 1.5 Regional/District Manager of the Year
- 2.1 Leasing Consultant of the Year - Garden Style Community
- 2.2 Leasing Consultant of the Year - Mid-High Rise Community
- 2.3 Assistant Manager of the Year - Garden Style Community
- 2.4 Assistant Manager of the Year - Mid-High Rise Community
- 2.5 Maintenance Employee of the Year - Garden Style Community
- 2.6 Maintenance Employee of the Year - Mid-High Rise Community
- 2.7 Housekeeper/Groundskeeper of the Year
- 3.1 Maintenance Team of the Year - Garden Style Community
- 3.2 Maintenance Team of the Year - Mid-High Rise Community
- 4.1 Community of the Year - Affordable
- 4.3 Community of the Year - Conventional - Garden Style Community
- 4.4 Community of the Year - Conventional - Mid-High Rise Community
- 4.5 Community Exterior Curb Appeal of the Year
- 4.7 Community Amenities of the Year - Garden Style Community

Select a category

4. Once the category is selected, type in the full name of the person you would like to nominate for that category.

SEFAA

My entries

My entries → Start entry

All questions must be answered, unless marked optional.

Begin Nomination | Nominee Information | Community Information | Continuing Education/Designations | Narratives | Supplementary Questions | Attachments

Category: 1.1 Community Manager of the Year - Garden Style Community

Community Manager of the Year - Garden Style Community (1-3 Floors)

This category honors the community-building, team building, and customer service skills demonstrated by the community manager that result in a garden-style community that residents are proud to be a part of. Individuals entered in this category maintain high standards pertaining to occupancy, routine maintenance and leasing operations.

*Click here to view the checklist

Who are you nominating?

Please provide your phone number in case we need to contact you directly

Save + next | Cancel

Click Save + next to continue

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Awards judging system by Award Force

Additional notes:

- A check-list is available to download under each category description. This checklist is to be used as a guideline for your application
- Please note **specific categories** contain an optional endorsement form. This page is included in the check-list packet
- Some fields are marked as optional, however, please note that points will be missed if box is left blank or attachments are not submitted