

## Regional/District Manager of the Year Nomination Kit 20

\*\*Preparation checklist: Use this form for reference prior to submitting your online nomination. The following items are required to properly submit a valid online nomination.

\*\* Please note a nominee will receive zero points for not submitting criteria.

- 1. Nominator Information (REQUIRED)
  - a. Name
  - b. Phone Number
  - c. Email
- 2. Nominee Information (REQUIRED)
  - a. Name

- d. Professional Headshot
- b. Phone Number
- e. Number of years in position

- c. Email
- 3. Portfolio Information (REQUIRED)
  - a. Management Company Name
  - b. Total number of units managed
  - c. List names of communities
  - d. Total number of employees at communities
- 4. Continuing Education / Designation(s) (10 POINTS)
  - a. Continuing Education completed in the last 12 months (October 2024 September 2025).
  - b. Professional Designations (CALP, CAM, CAPS) currently on record.
- 5. Association Involvement (10 POINTS)
  - a. Involvement in SEFAA, FAA, and NAA events in the last 12 months (October 2024 September 2025).
  - b. Involvement in SEFAA committees in the last 12 months (October 2024 September 2025).
- 6. Supplementary Questions (65 POINTS)
  - a. Explain what aspects of the job the nominee has succeeded and excelled at.
  - b. Describe a challenge that the nominee has overcome.
  - c. Describe one way the nominee positions their properties to excel in this region's rental market.
  - d. Describe something the nominee did in the last year to motivate their on-site staff.
  - e. Is there anything else you would like to say about the nominee that makes them qualified for this award?
- 7. Endorsement Form(s) (10 POINTS)
  - a. Nominees are required to submit at least one (1) completed endorsement form from a supervisor, colleague, or supplier. Nominees may submit up to five (5) completed endorsement forms.
- 8. Additional Attachments (OPTIONAL)
  - a. Nominees may submit additional documents (photos, videos, presentations, etc.) to further make their claim for this award.



	r for Each Endorsement)
To Whom It May Concern,	
The South East Florida Apartment As Excellence Awards Ceremony is ta	
I am seeking nomination support for "Regional/District Manager of the Youtstanding individual that demonst professionalism, time management knowledge, and colleague support Regional or District Manager.	ear". The award is given to an strates exemplary skills in the control of the con
If you are in support of my nominate endorsement form below.	ion for this award, please sign the
Endorsement:	
Name	Title
Email Address	Phone Number