BEST CLUB MEMBERS EVENT

CLUBS WA 2017 INDUSTRY AWARDS FOR EXCELLENCE

We want to know who held the best club members event during 2016. Clubs must nominate a regular members event, which could be held either annually, quarterly, monthly, weekly etc.

This award requires a written nomination AND a site visit AND a phone interview. Please follow the steps below to complete your nomination:

1. Answer ALL questions in detail to give your club the best opportunity to address the judging criteria and attract the most possible points.
2. You must ATTACH to this nomination form:
   - At least three (3) x examples of marketing of your Club events for members (judges will assess marketing method and content)
   - At least three (3) x high resolution photos of your Club’s member events suitable for display on the large screen at the Awards ceremony. Note: by supplying the photo(s) you are granting Clubs WA permission to use the images for promotional purposes associated with the awards program.

IMPORTANT

- This award nomination requires a written nomination AND a site visit AND a phone interview.
- Please inform your referees they will be contacted during April and May 2017.
- Please ensure a Club Manager or Committee member is available during April and May 2017 for the site visit.
- The qualifying period for this award is from January 1 2016 to December 31 2016 inclusive.

SEND THIS COMPLETED FORM WITH ATTACHMENTS TO:

- Email to: events@clubswa.com.au
- Fax to: 1300 503 907
- Post to: Clubs WA (Attn Rosanna Dean), PO Box 5101, South Lake, WA 6164

If you have any queries regarding the nomination questions or process please don't hesitate to contact Rosanna Dean on 1300 640 616 or events@clubswa.com.au

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CLUB: ________________________________________________________________

NAME OF MAIN CONTACT: _____________________________________________

POSITION: ___________________________ MOBILE: __________________________

EMAIL: ______________________________

Please indicate which category your club is eligible for (Clubs WA reserves the right to request proof of eligibility).

What was the club’s most recent annual turnover? ________________________

☐ Small Club - annual turnover less than $500,000
☐ Medium Club - annual turnover between $500,000 and $1,000,000
☐ Large Club - annual turnover greater than $1,000,000

Nomination forms must be received by 5pm Friday 14 April 2017.
Please only pick ONE members event to discuss for the purpose of this nomination.

1. Name of the Members Event: _____________________________________________________________

2. Explain the key features of this particular event (e.g. meal, prize draws, membership draws, jackpots, entertainment, live music etc).

3. Please list your different membership categories AND how many members in each category.

4. On average, how many members attend this particular Members’ Event?

5. Provide a general description of the type of members that this particular Members’ Event attracts (e.g. full members, social members, players, teenagers, seniors, families)

6. How often do you hold this particular Members’ event (e.g. weekly, monthly etc)?

7. Does your event change regularly or does it have a set formula? Detail any review processes and changes that were made to this particular Members’ Event event during 2016 AND why you changed it.
8. How do you obtain feedback from members about your Members' Event? Please list all methods used, including feedback forms, suggestion boxes etc.)

9. Please detail how you market your Members' Event to members, including what mediums are used (e.g. emails, texts, member notices, social media).

10. Provide details of Members' Events to be held in April and May 2017 that can be attended and observed by Clubs WA Judges. Please note that it is compulsory for a judge to attend a Members' Event in order to assess this nomination.

11. Please provide details for 1 x Member, 1 x Volunteer/Employee and 1 x Committee member who can act as referees for your nominated Members' Event. Please ensure the nominated referees are available during April and May 2017 as they will be contacted by the judges to verify your nomination.

Referee 1 - Member

Name: ___________________________________________ Title: _______
Length of membership: ________________________ Mobile number: ______________________________
Email address: ________________________________________________________
Referee 2 - Club Volunteer/Employee

Name: ______________________________________________________________________ Title: ______
Position: _____________________________________________________________________ Mobile number: __________________________
Email address: ___________________________________________________________________________

REFERENCE:
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Referee 3 - Club Committee Member

Name: ______________________________________________________________________ Title: ______
Position: _____________________________________________________________________ Mobile number: __________________________
Email address: ___________________________________________________________________________

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PHONE INTERVIEW
A phone verification of referees will be conducted during April and May 2017. Please inform your referees that they will be contacted.

SITE VISIT
A Judge will contact your club’s nominated main contact during April and May 2017. Further information about the site visit will be sent to you closer to the time.

It is vital that the judge attends a member night hosted at the club. At this visit your club also has the opportunity to showcase further documentation, photos, and management files to support the written submission. During the site visit your club has an opportunity to showcase further documentation, photos and management files to support this written submission.

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