



hicsaconference.com  
 Email: hicsa@hotelivate.com, gautam@hotelivate.com

## HICSA HOTELS OF THE YEAR AWARDS - 2019 NOMINATION FORM

To nominate hotels for the award, please complete this form and return it to us via email to hicsa@hotelivate.com/ gautam@hotelivate.com. Upon receipt of your nomination, a letter of confirmation will be sent to you via email.

Name of the property				
Luxury/Upper-Upscale	Upscale	Upper Mid-Market	Mid-Market	Budget/Economy
Number of bays		Number of rooms (excluding suites)		Number of suites
Date of commencement of operations (DD/MM/YYYY)				
Construction tenure (ground breaking to opening - months)				

### OWNERSHIP AND RELATED COMPANIES

Please provide details pertaining ownership of the property. Incomplete entries may be disqualified.

Ownership (Please provide details of the parent company only and not for any SPVs that might have been developed for the project)		
Relationship	Date (of commencement of relationship)	Notes
Owning Company		
Brand		
Management Company		

### OPERATIONAL STATISTICS

Please provide operational details pertaining to the property. Incomplete entries may be disqualified.

Operational statistics (please omit as per period of operations)	Currency –	
For the period (eg. April 2017 - March 2018)	2017/18	2018/19 YTD
Occupancy (%)	-	
Average Room Rate	-	
F&B Revenue including banquets ( ` 000s)	-	
Total Revenue ( ` 000s)	-	
Gross Operating Profit (%)	-	

## PROPERTY DEVELOPMENT COSTS

Please provide details pertaining to the property development costs. Incomplete entries may be disqualified.

Land Area (acres)	
Total Built-up Area - Above Ground (m <sup>2</sup> )	
Total Built-up Area - Basement (m <sup>2</sup> )	
Gross Area per Room (m <sup>2</sup> )	
<b>Development Costs (specify currency and conversion rate, if any)</b>	
Land Cost	
Building Cost - Guest Service Areas (Construction cost only)	
Building Cost - Basement Areas (Construction cost only)	
Mechanical, Electric and Plumbing costs	
Furniture, Fixtures & Equipment	
Interest during Construction	
Soft Costs (Professional, Legal Fees, Architects, Consultants & Licenses)	
Pre-Opening Costs (Linen, Operating Supplies and Working Capital)	
<b>TOTAL DEVELOPMENT COST (Mandatory)</b>	

## SOCIAL INITIATIVES AND UNIQUE SELLING PROPOSITIONS

Please provide details for the following initiatives and awards. Incomplete entries may be disqualified.

Social Responsibility Initiatives (specify initiative and community benefits)	
Eco Sensitive Initiatives (specify initiatives and accreditation agency if any)	
Recognitions / Awards Received (specify award, agency and year)	
Other Unique Selling Propositions	

## ELIGIBILITY CRITERIA FOR THE NOMINATION

Hotels opened in the South Asian region. The property should be newly built and should have commenced operations between November 2017 and December 2018.

Please provide the following photographs in **high-resolution (300 dpi)** for the purpose of voting:

Photograph	Notes (Description of the photograph)
Exterior picture of the property	
Front Desk / Reception Area	
Guestroom (Base category room)	
Food & Beverage Outlets	
Meeting and Banquet Space	
Spa	

## INFORMATION ABOUT THE PROPOSER

First Name	Middle Name	Last Name
Job Title	Company Name	
Mobile	Telephone	Email
General Manager :		
Mobile:	Email	

## IMPORTANT DATES

Last date for receiving the nominations	15 February, 2019
Online voting (HICSA delegates only)	March 1 – April 3, 2019
Announcement of results	April 3, 2019

Extra pages may be attached separately for highlighting the property.

**Note: The judging panel reserves the right to move a nominee to a different category, if deemed necessary. The concerned proposer will be informed about the change subsequently.**

**The organisers reserve the right to disqualify any nomination. The short-listing of the nominees will be done by an independent panel. The decision of the panel in this regard will be final.**

