

2012 AWARDS

**ATFA Australian Timber Floor of the Year
and Annual Industry Awards for Excellence**



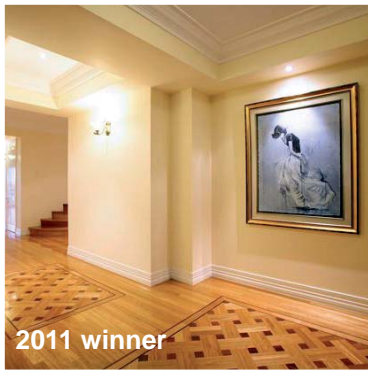


2012 marks the fifth Australian Timber Flooring Association's Awards for Excellence. The 2012 Awards will be presented at the ATFA Convention Dinner in Melbourne, July 2012.

ATFA Convention Dinner
and Awards Night
Proudly Sponsored by

EMBELTON
FLOORING





2011 winner



Distributor of the Year



Apprentice of the Year

Australian Timber Floor of the Year 2012

This competition has set a prestigious benchmark for excellence in the Australian Timber Flooring Industry. All tradespeople within the timber flooring industry who are members of the ATFA and have completed either a commercial or residential timber floor between March 2011 and March 2012 are eligible to submit entries for this Award. The 'Australian Timber Floor of the Year' will be presented over three categories in 2012. They are:

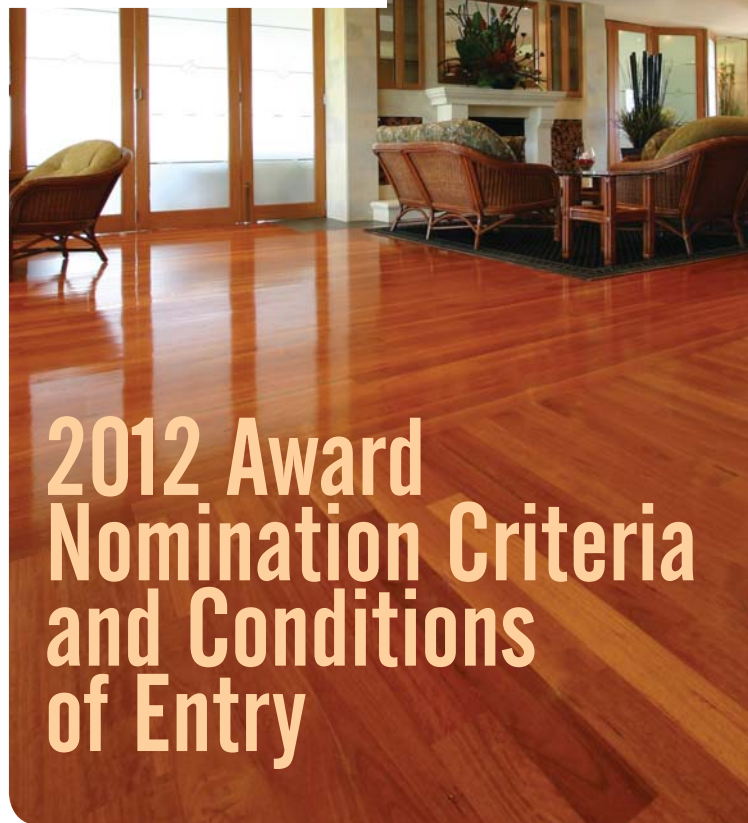
- Residential Floor of the Year – Site Installed
- Commercial/Industrial Floor of the Year – Site Installed
- Manufacturer Factory Finish Floor of the Year – Installed

All ATFA members have the opportunity to vote for their favourite floor based on the photographs provided by nominees. The floor with the most votes in each category will be awarded the title of 'Australian Floor of the Year' for that category.



ATFA Fellows

For full details on how to enter the 'Australian Timber Floor of the Year', please read through the detailed 'Conditions of Entry'.



2012 Award Nomination Criteria and Conditions of Entry

The 2012 Awards program will feature

1

The ATFA Australian Timber Floor of the Year Awards

Sponsored by Boral Timber

**Boral
Timber**



Winning entry will receive a great prize pack including a selection of wine, beer and spirits.

Including three categories:

- Residential Floor of the Year – Site Installed
- Commercial/Industrial Floor of the Year – Site Installed
- Manufacturer Factory Finish Floor of the Year – Installed

All awards will be judged by ATFA members through the ATFA website. For details on how to enter please read through the relevant section in this brochure.

2

ATFA Apprentice/Trainee of the Year

Sponsored by Oakdale Industries



Winning entry will receive a great power tool prize pack.

This Award enables employers to nominate outstanding apprentices and trainees worthy of receiving an award which reflects skill, work output, training and ingenuity. All nominations must be made by submitting the ATFA Award Nomination Form along with a written submission (of no more than 5 pages in addition to the nomination form). Written submissions should outline the following information about the nominee:

- Details of training undertaken (Apprentice/Trainee of the Year)
- Results of training undertaken (Apprentice/Trainee of the Year)
- Commitment to quality and excellence
- Industry knowledge
- Product knowledge
- Career progress and aspirations
- Communication skills
- Application of learning to practice
- Leadership abilities
- Teamwork abilities
- Time management
- Use of technology
- Accuracy and quality of work (photos are acceptable)
- Other forms of recognition
- Testimonials
- Other

All nominated individuals for the 'Apprentice/Trainee of the Year Award' must be registered with their State Training Authority and have completed one year of their apprenticeship (in the case of trainees, completed the traineeship during 2011). Apprentices who completed their apprenticeship during 2011 are eligible.

3

ATFA Employee of the Year



Winning entry will receive a great prize pack including a selection of wine, beer and spirits.

This Award enables employers to nominate outstanding employees worthy of receiving an award which reflects skill, work output, training and ingenuity.

This Award enable employers to nominate outstanding apprentices, trainees and/or employees worthy of receiving an award which reflects skill, work output, training and ingenuity. All nominations must be made by submitting the ATFA Award Nomination Form along with a written submission (of no more than 5 pages in addition to the nomination form). Written submissions should outline the following information about the nominee:

- Commitment to quality and excellence
- Industry knowledge
- Product knowledge
- Career progress and aspirations
- Communication skills

- Application of learning to practice
- Leadership abilities
- Teamwork abilities
- Time management
- Use of technology
- Accuracy and quality of work (photos are acceptable)
- Other forms of recognition
- Testimonials
- Other

All nominated individuals for the 'Employee of the Year Award' must be employed with the nominating employer at the time of nomination.

4

ATFA Contractor of the Year

Sponsored by Lagler Australia



Winning entry will receive a great prize pack including a selection of wine, beer and spirits.

This Award enables contractor businesses to nominate themselves (though others may also nominate contractors), in an effort to recognise the outstanding service and quality of workmanship provided to clients.

All nominations must be made by submitting the ATFA Award Nomination Form along with a written submission (of no more than 5 pages in addition to the nomination form). Written submissions should outline the following information about the nominee:

- Operating methods
- Quality systems
- Customer information
- Training of owner and employees
- Employment of apprentices or trainees
- Showroom/business presentation (photos are acceptable)
- Presentation of business vehicles (photos are acceptable)
- Client satisfaction/testimonials
- Work examples (photos are acceptable)
- Innovation
- Staff conditions
- Compliance with regulations
- Other

5

ATFA Showroom of the Year



Winning entry will receive a great prize pack including a selection of wine, beer and spirits.

This Award enables retailers to nominate themselves (though others may also nominate showrooms), in an effort to recognise the outstanding effort businesses put into their timber flooring showrooms.

All nominations must be made by submitting the ATFA Award Nomination Form along with a written submission (of no more than 5 pages in addition to the nomination form). Written submissions should outline the following information about the nominated showroom:

- Customer information and displays
- Visual showroom layout (please provide photos)
- Client satisfaction/ testimonials
- Other

6

ATFA Sales Representative of the Year



Winning entry will receive a great prize pack including a selection of wine, beer and spirits.

This Award enables businesses to nominate their sales representatives (though others may also make nominations), in an effort to recognise the outstanding service, knowledge and commitment of the industry's sales representatives.

All nominations must be made by submitting the ATFA Award Nomination Form along with a written submission (of no more than 5 pages in addition to the nomination form). Written submissions should outline the following information about the nominee:

- Training undertaken
- Commitment to quality and excellence
- Industry and product knowledge
- Career progress and aspirations
- Communication skills
- Teamwork and time management
- Testimonials
- Other

7

ATFA Distributor of the Year

Sponsored by Selleys



Winning entry will receive a great prize pack including a selection of wine, beer and spirits.

This Award enables distributor businesses to nominate themselves (though others may also make nominations), in an effort to recognise the excellence in distributor operations.

All nominations must be made by submitting the ATFA Award Nomination Form along with a written submission (of no more than 5 pages in addition to the nomination form). Written submissions should outline the following information about the nominee:

- Operating methods
- Quality systems
- Customer information
- Staff training
- Distributorship presentation (please provide photos)
- Presentation of vehicles (please provide photos)
- Client satisfaction/ testimonials
- Innovation
- Other

Why Should I Nominate for a 2012 ATFA Award?

This is your opportunity to show off your best work and that of your colleagues to your peers and leaders in the Timber Flooring industry. It is also a way to recognise people within your organisation who have done a great job.

Previous winners have also benefited by being promoted through our official publication and other publications widely read within the industry. As previous winners will agree, this is a fantastic opportunity to obtain significant promotion for your business at no cost. All it takes is the time to submit your entry!

Conditions of Entry

Just cut off the Entry Form, fill it in and return it. Return instructions vary from Award to Award so make sure you follow the Instructions properly. If you would like to submit multiple entries, just take a photocopy of the Entry Form. All entries for all Awards close on 2nd April 2012. For further information about entering the **ATFA Awards for Excellence**, please contact ATFA on 1300 361 693.

How do I enter?

- This competition is open to all members of the Australian Timber Flooring Association.
- Each person/ company entering the contest is limited to a maximum of three entries total. The entries can be in the same category, or in different categories; however each floor can only be entered into the contest once.
- Each floor must meet all the criteria of the category in which it is entered, with the category for each entry clearly marked on the entry form. Floors installed at instructional schools are not eligible for this contest.
- If multiple companies are involved in the installation, only one company may enter the floor in the contest, however all companies involved in the installation **MUST** be identified on the entry form. Failure to identify all contributing parties will void a contest entry.
- Each entry must include a completed entry form and one colour (high resolution 300 dpi jpeg file) of the finished floor send by email to ATFA on admin@atfa.com.au. Photographs should not include any company identification (person or item) that may influence the judging process. No company will be identified during the voting process of the contest.
- Descriptions will be accepted as requested on the entry form only. No additional information will be used during the judging.
- Each floor entered in the contest must have been installed, and completed in Australia between March 2011 and March 2012.
- Each entry must be received at ATFA offices by April 2nd 2012. No extensions will be granted.
- The 'Floor of the Year' category winners will be decided by ATFA members. All members will be directed on how to vote online through the ATFA website and encouraged to view and nominate their selection.
- Online voting closes Friday 29 June 2012, with one winner nominated from each category (*Best Residential Floor Site Installed. Best Manufacturer Factory Finished and Best Industrial/Commercial Floor Site Installed. Apprentice/Trainee of the Year. Employee of the Year. ATFA Contractor of the Year. ATFA Showroom of the Year. ATFA Sales Representative of the Year. ATFA Distributor of the Year*). Winners will be officially announced at the Awards Dinner to be held in Melbourne in July 2012. Full results will be published in the ATFA magazine "Timber Floors" in the edition published following the Convention.
- Each winner will receive a certificate and trophy.
- All entries, photographs and other materials used in this contest become the property of the ATFA for use in promoting the ATFA & Convention. No entry materials will be returned.
- The ATFA reserves the right to reject any entry it deems to not be in compliance with these rules. The ATFA is the final authority on all decisions with regard to this contest.

2012 AUSTRALIAN TIMBER FLOOR OF THE YEAR AWARD

Sponsored by Boral Timber

**Boral
Timber**



Select Category

- Residential Floor of the Year – Site Installed
- Commercial/Industrial Floor of the Year – Site Installed
- Manufacturer Factory Finished Floor of the Year– Installed

Entrant Details

Your Name _____

Company Name _____

Company Address _____

Suburb _____ State _____ Postcode _____

Phone _____ Fax _____ Mobile _____

Email Address _____

Floor Details

Architect/Designer or person who designed floor (if any) & Contact Details _____

Installation Company & Contact Details _____

Sand and Finish Company & Contact Details _____

Flooring Manufacturer & Contact Details _____

Finish Manufacturer _____

Adhesive Manufacturer _____

Other (please specify) _____

Type of Finish

- | | |
|--|---|
| <input type="checkbox"/> Wax Finish | <input type="checkbox"/> Acid-cured |
| <input type="checkbox"/> Acrylic Impregnated | <input type="checkbox"/> Moisture-cured |
| <input type="checkbox"/> Water-based | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Oil-based | _____ |

Species of Wood Used _____

Type of Pattern _____

Square Metre Measurement of Floor _____

I certify that I have read the conditions of entry of this contest and that this entry conforms to those conditions of entry. I authorise the ATFA to duplicate and/or publish the photos and information accompanying this entry in Timber Floors Magazine and any other publications or media at it's discretion.

Signature _____ Date _____

Print Name _____ Phone Number _____

FOR MULTIPLE ENTRIES, PLEASE PHOTOCOPY THIS FORM

Please send your completed entry form, along with one colour jpeg copy of the entered floor (minimum 300 DPI) by email to admin@atfa.com.au by 2 April 2012.

Late entries will not be considered.

ATFA Australian Timber Floor of the Year Competition and ATFA Annual Industry Awards for Excellence.

11 Oleander Avenue
Shelly Beach Qld 4551

Phone: 1300 36 1693 Email: admin@atfa.com.au
Fax: 1300 36 1793 Website: www.atfa.com.au

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Nomination Form

2012 ATFA ANNUAL INDUSTRY AWARDS FOR EXCELLENCE

ATFA Apprentice/Trainee of the Year



ATFA Showroom of the Year



ATFA Employee of the Year



ATFA Distributor of the Year



ATFA Contractor of the Year



ATFA Sales Representative of the Year



Please tick one. If applying for more than one category, please use separate forms.

Nominator Details

Name _____

Address _____

Suburb _____ State _____ Postcode _____

Phone _____ Fax _____ Mobile _____

Email address _____

Nominee Details (The person you are nominating for the award)

If information is the same as provided above, fill in "as above".

Name _____

Address _____

Suburb _____ State _____ Postcode _____

Phone _____ Fax _____ Mobile _____

Email address _____

Overview

Please provide an 80 word overview of the nominee (this profile may be used in the award ceremony and media items), focusing on achievements. Please attach further information, see criteria on page 3.

Please attach the nomination criteria with this nomination form.

Declaration

I submit this nomination in accordance with these conditions of entry. I understand that the information provided in this nomination will be used for the purpose of the ATFA Industry Awards and promotional activities carried out by the ATFA, while still maintaining privacy. I understand that if short listed, the profile supplied in this nomination may be utilised in the awards presentation and used for profiling award recipients in media activities.

Nominator Signature _____

Nominee Signature _____

Date of nomination ____/____/____

Please send your application including the nomination form, response to the criteria and any supporting documentation to the below address.

Note: documentation and photos will not be returned, please ensure you send only duplicates. Nomination close 2 April 2012.

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11 Oleander Avenue
Shelly Beach Qld 4551

Phone: 1300 36 1693

Email: admin@atfa.com.au

Fax: 1300 36 1793

Website: www.atfa.com.au



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Floor of the Year and
Annual Industry Awards
for Excellence**

**Australian Timber Flooring
Association Members
are one step ahead.**

Are you ready to join them?

Contact ATFA on 1300 36 1693

atfa[®]

Australian timber flooring association

Local professionals, world-class standards

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Shelly Beach Queensland 4551

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