**Recognizing the future… today!**

**Young Professional Award OF THE YEAR ’16**

**Honor your best talent by seeding them in the debut AFECA Young Professional Awards!**

Now here’s your chance to praise the deserving by nominating a capable staff member for an AFECA Young Professional Award.

As an AFECA member we invite you to submit the best MICE Young Professional while highlighting their professional strengths, supported by evidence that might include:

* **Documentary/testimonial support for the nominee’s leadership qualities at the local and/or international level**
* **The excellence demonstrated in their careers in striving to contribute to the MICE industry**

**Rules and regulations:**

1. One item should be provided in the form of reference(s) containing personal testimonies or corroboration of committee, section, chapter, and/or council experiences; commendations from the Board of Directors and/or other professional associations or societies; commendations from governmental and/or private sector groups.
2. Nominees must be between 25 and 40 years of age, and have contributed to the MICE industry in a leadership role. Those not meeting the age requirement will not be eligible to participate.
3. All information provided must be in English ONLY.
4. All documents (including Video file) must be saved with an English file name.
5. Each company can only have ONE candidate only.
6. All required materials MUST be submitted by the deadline or the nominee will not be eligible to participate.

**Material 1:** Each nominator is required to submit paper documentation which introduces the nominee.

**Material 2:** Each nominee must make a 3 minutes video presentation, and send us the video via Dropbox or WeTransfer (please notify if you wish to submit via another source).

**For details regarding the submission criteria or to request an entry form, please contact Ms. Susanna Chang (afecaawards@afeca.net)**

**ENTRY FORM**

YOUNG PROFESSIONAL AWARDS

1. **EVENT PROFILE**

NAME OF NOMINEE

YEARS OF EXPERIENCE IN MICE INDUSTRY REPRESENTING ORGANIZER

CONTACT INFORMATION OF NOMINEE RECOMMENDATION

BACKGROUND OF THE NOMINEE

KEY EVENT HIGHLIGHTS

MARKETING HIGHLIGHT

LEADERSHIP BACKGROUND

SUSTAINABLE ACHIEVEMENTS

SUPPORTING REFERENCES

**REQUIREMENTS FOR JUDGING**

(Please complete below.)

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| **Material 1 : Documentation** |

Nominators should provide documentations as below. Complete the following entry form which includes the following two elements.

1. **Background of the Nominee**

Provide background information of the nominee’s profile, to highlight their experiences in the MICE business and achievements and the reason the person is nominated for an award.

1. **Key Event Highlights (40%)**

Describe the success of the event the nominee is nominated for. For reference, include the event profile, attendance at the event and show or event results.

1. **Marketing Highlights (30%)**

Elaborate on the candidate’s contribution to sales and marketing strategy to attract both local and overseas delegates and sponsors to one or more events.

1. **Leadership (20%)**

Provide evidence of any actions in pursuing excellence in their careers and have made a valuable contribution to the MICE industry by serving in a leadership position.

1. **Sustainable Achievements (10%)**

Highlight how you engaged in environmentally sustainable practices and explain how these help to improve your business / event.

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| **Material 2: Video Presentation视频介绍** |

Each nominee is required to make a 3-minute video, introducing their experience in MICE industry, remarkable achievements, and highlighting the event he/she is representing. 每个被提名者要提供一段3分钟视频介绍他们的会展工作经验、卓越成绩，重点介绍其参与的展会活动。

\*\*All video presentations must include verbal presentation, and it should be in English ONLY, (can have English subtitle for supporting purposes.)

*(Video format: mp4/avi, Length: 3 minutes, Submit file: through WeTransfer, video file to be submitted* ***on or before Friday, September 30, 2016****.)*