

Nominee Name: Job Title:

Hotel Name:

Address: City: Postal Code:
*Nominee must be past their probation period. Please provide the number* of years and/ or months nominee works in**:**

Current position: Current hotel:

**AWARD CRITERIA:** *This award recognizes a non-management, non-supervisory reservations agent who is very knowledgeable of the hotel property and amenities inside and around the hotel. This individual proactively seeks ways to enhance customer experience and provide personalized service anticipating guests’ needs. They are resourceful and knowledgeable of hotel’s rewards program and making recommendations to visit local events, attractions, restaurants and city tours while assisting to offer extended stays to guests and contributing to the hotel’s bottom line.*

**QUESTIONS:** You must answer ALL questions in the space provided. Please do not exceed the word count allotted.

1. Describe how the nominee meets the criteria for the ***Reservations Ambassador of the Year*** described above. Please outline specific actions taken and service offered that makes the nominee an outstanding ambassador and champion of the hotel community. (Maximum 2,000 characters with spaces)

1. Please provide if available, any supporting details, comments shared from consumers/ supervisors, any relevant awards won by the nominee that would be applicable for this award and show what makes the nominee stand out. (Maximum 2,000 characters with spaces)