

BOMA Greater Charlotte

[bomagreatercharlotte.org](file:///\\bcstorage02\home$\mhopkins\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\4K6EO5RY\bomagreatercharlotte.com)

800.824.1677

Affiliated with BOMA International

The Outstanding Building of the Year (TOBY)

2019-2020 Entry Form

# **Local TOBY Submission Deadline: November 15, 2019**

The mission of the TOBY award is to recognize excellence in building management, operational efficiency, tenant retention, emergency planning and community impact. The TOBY committee is charged with the mission of conducting a prestigious and impartial awards program soliciting real estate professionals the opportunity to benchmark operational excellence along with their peers located in the local, regional and international real estate industry.

**Building Category:** (Please see the TOBY Entry Requirements for a description of each category). You may only select one category per building entered.

**Under 100,000 SF**  **100,000 – 249,999 SF**  **250,000 – 499,999 SF**

**500,000 – 1 million SF**  **Over 1 million SF**  **Corporate Facility**

**Earth Award**  **Historical Building**  **Industrial Office Building(s)**

**Medical Office Building**  **Renovated Building**  **Retail**

**Public Assembly Buildings**  **Mixed-Use Category**

**Suburban Office Park (Low Rise)**  **Suburban Office Park (Mid Rise)**

BOMA Member Name       Contact Name:

Company Name:

Phone:       Email:

Building Name:

Building Address:       City:       State:       Zip:

Building Owner:

Building Management Company:

Year Built:       Year Renovated:       Year Occupied:      :

**TOBY Award Local Entry Instructions**:

Email local entry form for each submission by **November 15, 2019** to: [info@bomagreatercharlotte.org](mailto:info@bomagreatercharlotte.org) or [Melinda.hopkins@cbre.com](mailto:Melinda.hopkins@cbre.com).

* Local building inspections will take place between December 9 and December 20, 2019
* You will be contacted 24 hours in advance of the inspection.
* Local winners will be notified by January 3, 2020.

After winning at the local level, each building will need to register on-line and submit the necessary registration fees. Information on fees, deadlines, and requirements are located at the  [BOMA International](https://toby.boma.org/Default.aspx?index=0) website. In addition, you can find the submission requirements on their [Entry Requirements](https://toby.boma.org/docs.aspx) page.

**The Regional fee of $375 ($50 for data submission and $325 entry fee) will be required before Regional submission. There is NO local fee.**

[Southern Regional Conference](https://www.bomaorlando.org/events/2020-southern-region-conference): April 2 – 5, 2020

[International Conference & Expo](https://www.bomaconvention.org/BOMA2020/Public/MainHall.aspx?_ga=2.159521213.1639264210.1572266037-422932342.1543235508) June 27 – 30, 2020

**The building must win at the local level and score a minimum of 70 points to be eligible to compete at the regional level. All regional winners will advance to the International level.**

**JUDGING:**

A detailed inspection by a local panel of judges will be scheduled for all nominated buildings. Specific category judging forms will be e-mailed to all participants, for review, prior to the building tours. Buildings are judged on the following criteria:

1. A detailed building inspection
2. Tenant/employee relations
3. Building accessibility
4. Building personnel training
5. Community impact
6. Energy management systems and procedures
7. Physical attractiveness