



INCORPORATING

# ENTRY FORM

## 2020 LOO OF THE YEAR AWARDS

### "THE WASHROOM OSCARS"

## ENTER NOW!

#### AWARDS TIMETABLE

February to June 2020  
August and September 2020  
4th December 2020

: Nominations and Entries Received  
: Judging (unannounced visits)  
**UK Awards Presentation Event – voco St Johns Hotel Solihull**

**CLOSING DATE FOR ENTRIES – 30th June 2020**

#### HOW TO ENTER ONE OR MORE LOOS

Complete the form overleaf, scan and email or [nominations@loo.co.uk](mailto:nominations@loo.co.uk) or post to: **Loo of the Year Awards, PO Box 103, Ledbury, HR8 9RB**

Entries can also be submitted on-line via the Awards website [www.loo.co.uk](http://www.loo.co.uk)

For queries: 24 Hour Hotline: **01531 640715**

**BACS payment preferred - details overleaf. If paying by cheque - please send it with the entry form to:**

**Loo of the Year Awards, PO Box 103, Ledbury, HR8 9RB. All other payments by BACS**

## ENTRY INFORMATION

1. The 2020 Loo of the Year Awards are open to all 'away from home' washrooms in any one of the sixty-one different entry categories listed below.
2. An entry consists of one set of male, female, accessible, and baby changing facilities, in relatively close-proximity but not necessarily on the same floor or in the same immediate area. Changing Places, Space to Change or Hygiene Rooms facilities may also be included in a set.
3. Any number of entry sets can be submitted, covering different locations in the same or separate buildings, towns or cities.
4. All male, female, accessible and baby changing facilities will be separately graded and the overall entry grade will be the aggregate grading awarded for the whole entry.
5. Each entry will be assumed to include accessible and baby changing facilities, except where it is either unreasonable to provide an accessible toilet (e.g. upstairs café with no lift) or no babies are normally allowed (e.g. school toilet).
6. **Please list your entries on the entry form overleaf, making sure you provide accurate information about opening hours and if each entry has an employed/contracted cleaner/attendant(s) \* see note 8 & 9 below**
7. Please provide entry location directions where necessary, to assist our Inspectors' journey planning. Numbered location maps are useful for multiple entries – particularly from Local Authorities.
8. **Please provide information as requested concerning cleaning staff/contractors, to assist identification of our Washroom Cleaner of the Year Award winners.**
9. **All cleaning staff will automatically be entered in the Washroom Cleaner of the Year Awards and any staff seen at the time of the unannounced inspection visit will be deemed to represent the whole team.**
10. All entries will receive a Silver, Gold, Platinum or Diamond grade. All entries achieving these grades will receive an Award Certificate. All Diamond and Platinum grade winners will qualify for selection for our range of National and UK and Ireland Awards, as detailed in the Awards flyer enclosed.
11. **Please scan and email to [information@loo.co.uk](mailto:information@loo.co.uk) or send your completed entry form to: Loo of the Year Awards PO Box 103, Ledbury, HR8 9RB**
12. **Authorised entries can also be made on-line via the Awards website: [www.loo.co.uk](http://www.loo.co.uk)**

**THE CLOSING DATE FOR ENTRIES IS 30<sup>th</sup> JUNE 2020**

## ENTRY CATEGORIES

<b>Retail</b>	<ol style="list-style-type: none"> <li>1. Shopping Centres</li> <li>2. Supermarkets – high street</li> <li>3. Department Stores</li> <li>4. Convenience Stores</li> <li>5. Food Superstores</li> <li>6. GM Superstores – non-food</li> <li>7. Self-Storage</li> <li>8. Markets</li> </ol>	<b>Education</b>	<ol style="list-style-type: none"> <li>35. Early Years</li> <li>36. Primary Schools &amp; Play Centres</li> <li>37. Secondary Schools</li> <li>38. Higher &amp; Adult Education</li> <li>39. Special Schools</li> </ol>
<b>Hospitality</b>	<ol style="list-style-type: none"> <li>9. Hotels &amp; Motels</li> <li>10. Restaurants</li> <li>11. Quick Service / Fast Food Restaurants</li> <li>12. Cafes &amp; Coffee Shops</li> <li>13. Pubs &amp; Wine Bars</li> <li>14. Night Clubs</li> <li>15. Conference &amp; Banqueting Venues</li> </ol>	<b>Health</b>	<ol style="list-style-type: none"> <li>40. Hospitals</li> <li>41. Surgeries Clinics</li> <li>42. Day Centres</li> <li>43. Nursing &amp; Residential Homes</li> </ol>
<b>Leisure</b>	<ol style="list-style-type: none"> <li>16. Leisure &amp; Recreation Centres</li> <li>17. Community Centres</li> <li>18. Parks &amp; Gardens</li> <li>19. Garden Centres</li> <li>20. Water &amp; Theme Parks</li> <li>21. Visitor Attractions</li> <li>22. Zoos and Safari Parks</li> </ol>	<b>Offices</b>	<ol style="list-style-type: none"> <li>44. Commercial &amp; Public</li> </ol>
<b>Heritage</b>	<ol style="list-style-type: none"> <li>23. Museums &amp; Galleries</li> <li>24. Historic Buildings</li> <li>25. Town Halls</li> <li>26. Libraries</li> <li>27. Places of Worship &amp; Halls</li> <li>28. Cemeteries &amp; Crematoria</li> </ol>	<b>Car Parks</b>	<ol style="list-style-type: none"> <li>45. Public &amp; Private</li> </ol>
<b>Entertainment</b>	<ol style="list-style-type: none"> <li>29. Theatres</li> <li>30. Cinemas</li> <li>31. Bingo Halls / Casinos</li> <li>32. Bowling Alleys</li> <li>33. Concert &amp; Exhibition Halls</li> </ol>	<b>Public Toilets</b>	<ol style="list-style-type: none"> <li>46. Full Time Attended</li> <li>47. Non – Attended</li> <li>48. Automatic / Semi-Automatic</li> </ol>
<b>Holiday Parks</b>	<ol style="list-style-type: none"> <li>34. Camping &amp; Touring or Static</li> </ol>	<b>Mobile Toilets</b>	<ol style="list-style-type: none"> <li>49. Mobile / Portable Toilets</li> </ol>
		<b>Transport</b>	<ol style="list-style-type: none"> <li>50. Motorway Service Areas</li> <li>51. Roadside Restaurants / Service Stations</li> <li>52. Railway Stations</li> <li>53. Trains</li> </ol>
		<b>Sport</b>	<ol style="list-style-type: none"> <li>54. Airports</li> <li>55. Ferries</li> <li>56. Ferry ports</li> <li>57. Bus &amp; Coach Stations</li> <li>58. Sports Venues &amp; Stadia</li> <li>59. Sports &amp; Health Clubs</li> </ol>
		<b>Beaches</b>	<ol style="list-style-type: none"> <li>60. Within 50 metres of shoreline</li> </ol>
		<b>Workplace</b>	<ol style="list-style-type: none"> <li>61. Any workplace washrooms</li> </ol>

# ENTRY FORM

Please complete **both sides** and return this page to the Loo of the Year Awards  
(address above)

NAME OF ESTABLISHMENT/AUTHORITY:	
ADDRESS FOR CORRESPONDENCE:	
	POST CODE:
CONTACT NAME:	POSITION:
TEL NO:	EMAIL ADDRESS:

INVOICE ADDRESS (if different from entry address)	
POST CODE:	EMAIL ADDRESS – if different from that above:

I/We wish to submit the following entry/entries in the **2020 Loo of the Year/Washroom Cleaner of the Year Awards** and enclose/agree to pay the relevant entry fees covering our entry/entries.

Signed: ..... Date .....

Purchase Order No. to be shown on invoice: .....

## 2020 WASHROOM CLEANER OF THE YEAR AWARDS

### WHO IS RESPONSIBLE FOR CLEANING YOUR ENTRY/ENTRIES?

Please tick relevant box and provide name of Contractor.

Own Staff  External Contractor  Contractor's Name: .....

**ECO FRIENDLY TOILET AWARDS** Please tick the box below if you want your toilets to be considered for this award. You must also complete a Declaration Form – see below

We will send you a Declaration Form for you to complete and return providing details of the environmentally friendly features of your toilets. Indicate specific **ECO AWARD** entries by **ticking** locations on the Entry Form below if all entries are not to be considered.

## NOW PLEASE COMPLETE THE ENTRY LOCATION DETAILS OVERLEAF

### ENTRY FEES EXCLUDING VAT

NO. OF ENTRIES	ENTRY TYPE A Inspection visit with Star Grading for all facilities provided within each Entry	ENTRY TYPE B Inspection visit with Star Grading for all facilities provided within each Entry plus summary report on each Entry
1 - 4 entries	£143 per entry	£168 per entry
5 - 9 entries	£132 per entry	£157 per entry
10 - 19 entries	£121 per entry	£146 per entry
20 - 49 entries	£115 per entry	£140 per entry
50 - 99 entries	£108 per entry	£133 per entry
100 or more	£98 per entry	£123 per entry

TOTAL NO. OF ENTRIES TYPE A..... @ (Refer entry fee schedule above) £..... = £.....

TOTAL NO. OF ENTRIES TYPE B..... @ (Refer entry fee schedule above) £... = £.....

**NOTE: Where entries consist of both Type A and Type B, fee concessions are based on the total number of entries.**

TOTAL = £.....

ADD VAT @ 20% = £.....

**TOTAL DUE = £.....**

### PAYMENT METHODS:

1. By BACS  
Sort Code: 55-81-26  
Account Number: 88038807  
Account Name: Loo of the Year Awards Ltd  
Reference: LOYA Entry

2. BY CHEQUE  
Payable to Loo of the Year Awards Ltd.  
Please send cheque in post with hard copy of this form.  
We will send a receipted invoice.

## NOW PLEASE COMPLETE THE ENTRY LOCATION DETAILS OVERLEAF

## ENTRY LOCATION DETAILS

**PLEASE COMPLETE ALL NECESSARY COLUMNS**

Please tick the changing places (CP) box if a Changing Places Toilet, Space to Change or Hygiene Room is included

Entry No.	Name (e.g. first floor) and/or address of Toilet(s) Please supply location maps for multiple entries	Post Code	Entry Type A or B	Entry Category Ref. No. Refer to Page 2	Attended Washroom m ✓	Changing Places Facility ✓	ECO Award ✓	Opening Times Include Saturday & Sunday
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**PLEASE PHOTOCOPY IF MORE ENTRY SPACE IS REQUIRED**

Please scan and email to: [information@loo.co.uk](mailto:information@loo.co.uk),

or send completed form(s) to: Loo of the Year Awards, PO Box 103, Ledbury, HR8 9RB

or submit your entry(s) on-line via the Loo of the Year Awards website: [WWW.LOO.CO.UK](http://WWW.LOO.CO.UK)

Phone: 01531 640715