



# ENTRY FORM

## 2018 LOO OF THE YEAR AWARDS

### "THE WASHROOM OSCARS"

## ENTER NOW!

### AWARDS TIMETABLE

February to June 2018  
April to September 2018  
**7th December 2018**

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

**CLOSING DATE FOR ENTRIES - 30th June 2018**

**HOW TO ENTER ONE OR MORE LOOS**

Complete the form overleaf and 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)  
E-mail scanned entry forms to: [nominations@loo.co.uk](mailto:nominations@loo.co.uk)

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

**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**

SUPPORTED BY



Visit Wales  
Croeso Cymru



Northern Ireland  
Tourist Board

## ENTRY INFORMATION

1. The 2018 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 a full time 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 Bronze, Silver, Gold or Platinum grade. All entries achieving these grades will receive an Award Certificate. All Platinum and Gold 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 send your completed entry form to: Loo of the Year Awards PO Box 103, Ledbury, HR8 9RB, or scan and email to [information@loo.co.uk](mailto:information@loo.co.uk)**
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 2018**

## ENTRY CATEGORIES

<b>Retail</b>	1. Shopping Centres	<b>Education</b>	35. Early Years		
	2. Supermarkets – high street		36. Primary Schools & Play Centres		
	3. Department Stores		37. Secondary Schools		
	4. Convenience Stores		38. Higher & Adult Education		
	5. Food Superstores		39. Special Schools		
	6. GM Superstores – non-food		<b>Health</b>	40. Hospitals	
	7. Self-Storage			41. Surgeries Clinics	
	8. Markets			42. Day Centres	
	43. Nursing & Residential Homes				
<b>Hospitality</b>	9. Hotels & Motels	<b>Offices</b>	44. Commercial & Public		
	10. Restaurants		<b>Car Parks</b>	45. Public & Private	
	11. Quick Service / Fast Food Restaurants			<b>Public Toilets</b>	46. Full Time Attended
	12. Cafes & Coffee Shops				47. Non – Attended
	13. Pubs & Wine Bars				48. Automatic / Semi-Automatic
<b>Leisure</b>	14. Night Clubs	<b>Mobile Toilets</b>	49. Mobile / Portable Toilets		
	15. Conference & Banqueting Venues		<b>Transport</b>	50. Motorway Service Areas	
	16. Leisure & Recreation Centres	51. Roadside Restaurants / Service Stations			
	17. Community Centres	52. Railway Stations			
	18. Parks & Gardens	53. Trains			
	19. Garden Centres	<b>Sport</b>	54. Airports		
	20. Water & Theme Parks		55. Ferries		
	21. Visitor Attractions		56. Ferry ports		
	22. Zoos and Safari Parks		57. Bus & Coach Stations		
	<b>Heritage</b>		23. Museums & Galleries	<b>Beaches</b>	58. Sports Venues & Stadia
24. Historic Buildings			59. Sports & Health Clubs		
25. Town Halls			<b>Workplace</b>	60. Within 50 metres of shoreline	
26. Libraries				61. Any workplace washrooms	
27. Places of Worship & Halls					
28. Cemeteries & Crematoria					
<b>Entertainment</b>		29. Theatres			
	30. Cinemas				
	31. Bingo Halls / Casinos				
	32. Bowling Alleys				
	33. Concert & Exhibition Halls				
	<b>Holiday Parks</b>	34. Camping & Touring or Static			

# ENTRY FORM

Please detach this half, complete **both sides** and return to the Loo of the Year Awards  
(address details overleaf)

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:
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I/We wish to submit the following entry/entries in the 2018 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: .....

## 2018 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  Contractors 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 overleaf if all entries are not to be considered.

## NOW PLEASE COMPLETE THE ENTRY LOCATION DETAILS OVERLEAF

<b>ENTRY FEES EXCLUDING VAT No Change!</b>		
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	£131 per entry	£152 per entry
5 - 9 entries	£121 per entry	£142 per entry
10 - 19 entries	£111 per entry	£132per entry
20 - 49 entries	£105 per entry	£125 per entry
50 - 99 entries	£98 per entry	£120 per entry
100 or more	£92 per entry	£115 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 = £.....**

<b>PAYMENT METHODS:</b>	
1. 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.
2. BY BACS	Sort Code: 55-81-26 Account No: 88038807 Account Name: <b>Loo of the Year Awards Ltd</b> Reference: LOYA Entry

## 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.	Full Time Attended ✓	Changing Places Facility ✓	ECO Award ✓	Opening Times Include Sat & Sunday
1								
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11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

**PLEASE PHOTOCOPY IF MORE ENTRY SPACE IS REQUIRED**

Please send completed form(s) to: Loo of the Year Awards, PO Box 103, Ledbury, HR8 9RB  
 Or scan and email to: [information@loo.co.uk](mailto:information@loo.co.uk) Phone: 01531 640715  
 Or submit your entry(s) on-line via the Loo of the Year Awards website: [WWW.LOO.CO.UK](http://WWW.LOO.CO.UK)