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**ENTRY FORM**

**2024 LOO OF THE YEAR AWARDS**

**“THE WASHROOM OSCARS”**

**AWARDS TIMETABLE**

|  |
| --- |
| February to July 2024 – Nominations and Entries received |
| August and September 2024 – Judging (unannounced inspections)  October 2024 – Grades emailed to entrants  January 15th 2025 – Awards Event |

**CLOSING DATE FOR ENTRIES: 31ST JULY 2024**

**HOW TO ENTER ONE OR MORE LOOS**

Complete the form overleaf, scan and email to [**information@loo.co.uk**](mailto:information@loo.co.uk) **or** post to:

**Loo of the Year Awards, The Garden Office, Yew Tree Farm, Ruckhall, Eaton Bishop HR2 9QX.**

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

For queries: **01531 640715**

**Payment is due on presentation of the Loo of the Year Awards Invoice.**

**BACS payment preferred - details on page 3. If paying by cheque - please send it with the entry form to:**

**Loo of the Year Awards, The Garden Office, Yew Tree Farm, Ruckhall, Eaton Bishop HR2 9QX.**

**All other payments to Loo of the Year Awards by BACS**

**ENTRY INFORMATION**

|  |  |
| --- | --- |
| 1. | The 2024 Loo of the Year Awards are open to all 'away from home' washrooms in any one of the sixty-two different entry categories listed below. |
| 2. | An entry consists of one set of male, female, accessible, and baby changing facilities, in relatively close-proximity. 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 Technician of the Year Award winners.** |
| 9. | **All cleaning staff will automatically be entered in the Washroom Technician 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, Platinum Plus or, the highest, Diamond grade. All entries achieving these grades will receive an Award Certificate. All Diamond and Platinum Plus 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 the completed 2023 Entry Form and email to information**[**@loo.co.uk**](mailto:mike@loo.co.uk) **or send your completed hard copy entry form to: Loo of the Year Awards Loo of the Year Awards, The Garden Office, Yew Tree Farm, Ruckhall, Eaton Bishop, HR2 9QX** |
| 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 JULY 31ST 2024**

**ENTRY CATEGORIES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Retail** | 1. | Shopping Centres | **Education** | 35. | Early Years |
|  | 2. | Supermarkets- high st |  | 36. | Primary Schools & Play Centres |
|  | 3. | Department Stores |  | 37. | Secondary Education |
|  | 4. | Convenience Stores |  | 38. | Higher & Adult Education |
|  | 5. | Food Superstores |  | 39. | Special Schools |
|  | 6. | GM Superstores-non food |  |  |  |
|  | 7. | Self-Storage | **Health** | 40. | Hospitals |
|  | 8. | Markets |  | 41. | Surgeries & Clinics |
|  |  |  |  | 42. | Day Centres |
| **Hospitality** | 9. | Hotels & Motels |  | 43. | Nursing & Residential Homes |
|  | 10. | Restaurants |  |  |  |
|  | 11. | Quick Service/Fast Food Restaurants | **Offices** | 44. | Commercial & Public |
|  | 12. | Cafes & Coffee Shops |  |  |  |
|  | 13. | Pubs & Wine Bars | **Car Parks** | 45. | Public & Private |
|  | 14. | Night Clubs |  |  |  |
|  | 15. | Conference & Banqueting Venues | **Public Toilets** | 46. | Full Time Attended |
|  |  |  |  | 47. | Non-Attended |
| **Leisure** | 16. | Leisure & Recreation Centres |  | 48. | Automatic / Semi-Automatic |
|  | 17. | Community Centres |  |  |  |
|  | 18. | Parks & Gardens | **Mobile Toilets** | 49. | Mobile / Portable Toilets |
|  | 19. | Garden Centres |  |  |  |
|  | 20. | Water & Theme Parks | **Transport** | 50. | Motorway Service Areas |
|  | 21. | Visitor Attractions |  | 51. | Roadside Restaurants /Service Stations |
|  | 22. | Zoos & Safari Parks |  | 52. | Railway Stations |
|  |  |  |  | 53. | Trains |
| **Heritage** | 23. | Museums & Galleries |  | 54. | Airports |
|  | 24. | Historic Buildings |  | 55. | Ferries |
|  | 25. | Town Halls |  | 56. | Ferry Ports |
|  | 26. | Libraries |  | 57. | Bus & Coach Stations |
|  | 27. | Places of Worship |  |  |  |
|  | 28. | Cemeteries & Crematoria | **Sport** | 58. | Sports Venues & Stadia |
|  |  |  |  | 59. | Sports & Health Clubs |
| **Entertainment** | 29. | Theatres |  |  |  |
|  | 30. | Cinemas | **Beaches** | 60. | Within 50 Metres of Shoreline |
|  | 31. | Bingo Halls / Casinos |  |  |  |
|  | 32. | Bowling Alleys | **Workplace** | 61. | Any Workplace washroom |
|  | 33. | Concert & Exhibition Halls |  | 62.  63. | Building & Construction Sites  Quirky Toilets |
|  |  |  |  |  |  |
| **Holiday Parks** | 34. | Holiday Parks |  |  |  |
|  |  |  |  |  |  |

**Loo of the Year Awards 2024**

**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 2024 Loo of the Year/Washroom Technician 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: ……………………………………………………………………………………………………………………………………..

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

Please highlight relevant staff and provide name of contractor:

Own staff: ………………………………………………………………………………………………………………………………………………………………………………………………………………..

External contractor: …………………………………………………………………………………………………………………………………………………………………………………………………

**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.

|  |  |  |
| --- | --- | --- |
| **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 | £153 per entry | £178 per entry |
| 5 - 9 entries | £142 per entry | £167 per entry |
| 10 – 19 entries | £131 per entry | £156 per entry |
| 20 - 49 entries | £125 per entry | £150 per entry |
| 50 – 99 entries | £118 per entry | £143 per entry |
| 100 or more | £108 per entry | £133 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.**

**submitted**

TOTAL = £………………

ADD VAT @ 20% = £………………

TOTAL + VAT = £…………….

**PAYMENT METHODS**

**BY BACS:**

Sort Code: 55-81-26

Account Number: 88038807

Account Name: Loo of the Year Awards Ltd

Reference: LOYA Entry

**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.

**Loo of the Year Awards 2024**

**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** | **Opening Times**  **Include Saturday & Sunday** | **Attended**  **Washroom**  **✓** | **ECO Award**  **✓** | **Changing Places Facility**  **✓** |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |  |
| 15 |  |  |  |  |  |  |  |  |
| 16 |  |  |  |  |  |  |  |  |
| 17 |  |  |  |  |  |  |  |  |
| 18 |  |  |  |  |  |  |  |  |
| 19 |  |  |  |  |  |  |  |  |
| 20 |  |  |  |  |  |  |  |  |

**TICK HERE to include your application(s) in the Period Dignity Award:**

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

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

**or post completed form(s) to: Loo of the Year Awards, The Garden Office, Yew Tree Farm, Ruckhall, Eaton Bishop, HR2 9QX, 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**