



## TAANZ National Travel Industry Awards 2017

### *Conditions of Entry*

The following conditions apply to all those companies or individuals who participate in the TAANZ National Travel Industry Awards (NTIA) 2017.

#### 1. Nominations

- 1.1 The nomination period will run from 9.00am Monday 27<sup>th</sup> March through to 5.00pm Tuesday 7<sup>th</sup> April 2017.
- 1.2 Nominations will only be accepted via the nomination forms found at <http://taanz.org.nz/ntia/>
- 1.3 Nominations are open to persons or businesses employed or operating within New Zealand.
- 1.4 Self-nominations are permitted in all categories. The form is to be submitted by the person who will validate the nominations contained.
- 1.5 One nomination per company per category.
- 1.6 The first valid nomination received per category will stand and subsequent nominations will be deemed invalid.
- 1.7 The person entering the nomination must provide their full contact details as specified on the nomination form.
- 1.8 Contact details must be supplied for each nominee or the nomination will not be accepted. The minimum detail required is a company name, contact person and telephone number or email address.
- 1.9 The person endorsing the nominations will be contacted to confirm acceptance of the nominations in the categories.
- 1.10 A list of valid nominations will be displayed on the TAANZ website from Monday 24<sup>th</sup> April 2017.



## 2. Voting

- 2.1. Where nominations received are higher than the number of finalists for any applicable category, votes will be called upon online voting in applicable categories, and will commence at 9.00am on Monday 8th May 2017 and conclude at 5.00pm on Friday 19th May 2017.
- 2.2. Votes will only be accepted through the online voting forms found at <http://taanz.org.nz/ntia/>
- 2.3. Voting is open to persons or businesses employed or operating within the New Zealand travel industry.
- 2.4. Travel Agents may vote in Supplier categories 14 – 25 only.
- 2.5. Suppliers may vote in Travel Agent categories 1-13 only.
- 2.6. The person submitting the vote/s must provide their full contact details as specified on the voting form. These details will be internally audited to ensure validity prior to the results being downloaded. Invalid voting forms will not be included in the voting download analysis.
- 2.7. The 3 persons or companies in each category which receive the highest number of votes will proceed to the Finalist stage.

## 3. Finalists

- 3.1. All Finalists will be contacted to confirm their acceptance in reaching this stage of the awards process.
- 3.2. Should a Finalist withdraw from the awards process for any reason, their Finalist status will be withdrawn and TAANZ may promote the next highest ranking nominee to Finalist at its absolute discretion.
- 3.3. Finalists in Categories 1- 13 and 24 will be required to make a submission and a presentation to the TAANZ NTIA 2017 Judging Panel in Auckland.  
Finalist in categories 14 – 23 and 25 are not required to make a submission or presentation.
- 3.4. Specific criteria and rules for presentations or submissions for categories 1 -13 and 24 are noted in the Entrant Guidelines for that category which is available on the TAANZ NTIA webpage.
- 3.5. Failure to make the required submission and/or presentation in these categories will result in disqualification from the awards process and withdrawal of Finalist status.
- 3.6. By accepting their Finalist status when contacted accordingly, Finalists thereby agree to these Conditions of Entry including the scheduled date of presentation.



## Judging

- 4.1. The Judges decision is final and no correspondence will be entered into at any time by any entrants.
- 4.2. TAANZ reserves the right to audit submissions .
- 4.3 The full TAANZ NTIA 2017 Judging Panel consists of 5 people. Each presentation will be attended by a panel of 3 judges.
- 4.4 All information supplied will be treated as strictly confidential and privileged and is protected by privacy laws.
- 4.5 Winners will be announced at the TAANZ NTIA 2017 ceremony awards event Saturday 30th September 2017 at the SKYCITY Convention Centre, Auckland.

## 5. Use of TAANZ NTIA 2017 marks and devices

Only winners of categories will be entitled to use the marks and brands of TAANZ NTIA 2017 in conjunction with marketing and promotional activities.



## 6. Definitions

The following definitions apply for entrants of categories within TAANZ NTIA 2017.

- ‘Brand’ –** Any registered travel agency business or trading entity operating within New Zealand.
- ‘Broker’ –** Not an employee. Defined in the singular as a contractor of services to a travel agency. A broker may not enter any agency location based categories or individual travel agency based categories.  
Broker agencies – a single or multi location entity operating with multiple brokers is not permitted to enter location based agency categories. Broker agencies are permitted to enter Brand categories.
- ‘Corporate’ –** The majority of travel agency sales are corporate based. Ineligible to enter retail categories.
- ‘Financial Year’ –** Any 12 months in which accounts are routinely stated.
- ‘Manager’ -** Not an owner or director of a retail/corporate travel agency. May be a team leader or a supervisor.
- ‘Multi location’ –** More than one location that is wholly owned including the head office. Implants are not considered a location.
- ‘Multiple ownership’ –** An entrant may own more than one entity and enter more than one category where it meets the criteria of that category and the definitions of ownership.
- ‘Ownership’ –** The company is registered with the New Zealand Companies Office and can if required produce such evidence of owners and ownership to validate the category entered.
- ‘Retail’ –** The majority of travel agency sales are retail based. Ineligible to enter Corporate categories.
- ‘Single location’ –** One head office location. Implants are acceptable within this definition.
- ‘Voting’ -** Travel Agents may vote for trade suppliers and vice versa.

Should you have any queries about any aspect of these Conditions of Entry, please contact TAANZ on (+64) 496 4884 or [info@taanz.org.nz](mailto:info@taanz.org.nz)