



TOP TWENTY EVENTS

SOUTHEAST TOURISM SOCIETY

NOMINATION FORM

Submission Requirements

- Event must be going into, at least, its third year
- At least 1,000 in event attendance
- Must submit this nomination form with supporting materials
- \$20 Nomination Fee per event
- Read the second page for additional details regarding submitting online
- Event must take place in one of the 12 STS Member States:
 - AL, AR, FL, GA, KY, LA, MS, NC, SC, TN, VA, WV

An organization is NOT required to be a member of STS to submit or win a Top 20 Event recognition. Events are Independently Nominated, Judged and Selected.
 *Remember: Top 20 Nominated Events may also submit for the STS [Shining Example Award](#) category for Top 20 Festival/Event of the Year which will be awarded at our Annual STS Meeting in 2018 (Submissions Due: December 31, 2017)

NAME OF EVENT _____

CITY OF EVENT _____ STATE _____

EVENT DATES (NOTE: SPECIFIC DATES ONLY, i.e., JUNE 4 – JULY 6) _____

NUMBER OF YEARS OF EVENT _____ ATTENDANCE LAST YEAR _____

EVENT CONTACT PERSON _____

E-MAIL _____

ADDRESS _____ CITY/STATE/ZIP _____

EVENT WEB URL _____

EVENT TWITTER (@SoutheastTouris) _____ INSTAGRAM (@southeasttourismsociety) _____

EVENT HASHTAGs (#SETourism & #STSTop20) _____

EVENT DESCRIPTION *Be succinct and specific. If selected, this description will be used.* _____

WHAT MAKES THE EVENT DIFFERENT THIS YEAR? _____

SUBMISSIONS MUST BE SENT ONLINE VIA THIS LINK:
www.dropittome.com/southeasttourism
PASSWORD: SoutheastTourism

NOMINATION PAYMENTS MAY BE MAILED TO:
 Southeast Tourism Society
 555 Sun Valley Drive, Suite E5
 Roswell, GA 30076-5624
 T: 770-542-1523 F: 770-542-1527
 Questions? top20@southeasttourism.org

CONTACT INFORMATION OF PERSON SUBMITTING

NAME _____

ORGANIZATION _____

CONTACT E-MAIL _____ PHONE _____

The Path to Becoming a Top 20 Event

STEP 1 To be eligible for submission events must be going into, at least, their third year and have a minimum attendance of 1,000. Event must take place in one of the 12 STS Member States: AL, AR, FL, GA, KY, LA, MS, NC, SC, TN, VA, WV The starting date of an event determines the month in which it will be included. (i.e. An event taking place November 28 - December 31 would be judged as a *November* event)

STEP 2 Complete Nomination form, with correct dates of event, address, phone numbers, contact person, e-mail and website information. NOTE: THIS INFORMATION CANNOT BE CHANGED ONCE IT IS SUBMITTED. When describing the event, focus on any unique aspects of the event, the economic impact to the community, community involvement, attendance or other awards that the event has won. These are all aspects the judges take into consideration.

STEP 3 Send your submission electronically. Beginning May 1, 2015, STS no longer accepts mailed or faxed entries to save time, postage & paper. Email submissions will not be accepted but online submissions can be sent via this link: www.dropittome.com/southeasttourism **Password: SoutheastTourism.**

Most importantly, please upload your completed nomination form. This is important for us to know who to contact with any questions or to notify you if you've won. From there, you are welcome to attach press releases, brochures or any other supporting material with each nomination form. We ask that you send no more than 5 photos of the event being this help the judges' in reviewing each nomination in a timely manner.

*****Please note:** To ensure we receive all of your uploaded files, please name your files with your event name and, if sending multiple files, a corresponding number. Example: PatriotParade_File1of3, PatriotParade_File2of3 etc. Choose your file, hit upload and repeat as needed. It's that easy! **You will notice that the program, unfortunately, does not give you an official confirmation or "Congrats! You did it!" message.** If you want to confirm we received the files or if you have any trouble uploading your submission, please email Wendy Thomas: wendy@southeasttourism.org. You are then welcome to mail your payment to STS, according to how many nominations you submitted, or pay online via the link listed on the Top 20 web page.

STEP 4 The nomination fee is \$20 per event. Checks are preferred and payable to Southeast Tourism Society or you can pay online via the link listed on the Top 20 web page. Winners are notified via email (We email the person who submitted the nomination so they can tell the event/event contact) and Winner Certificates are mailed to the Event Contact,

STEP 5 Promote! Winners receive promotional use of the Top20 logo for print and electronic material. Winners will also be listed via the STS Website www.southeasttourism.org and the Travel Media Press Room www.travelmediapressroom.com, a site dedicated to travel writers. Please share with us how you promote and celebrate your win as we enjoy sharing this with our followers on social media: Wendy@southeasttourism.org #SETOURISM and #STSTop20. Promoting your win will also qualify you for the STS Top 20 Champion award, which will be awarded at our 2018 STS Annual Meeting.

**Nominations are open to members and non-members of Southeast Tourism Society.
Events are Independently Nominated, Judged and Selected.**

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DEADLINE DATES

EVENTS OCCURRING IN

SUBMIT ENTRY BY

July August September 2017	Friday, January 20, 2017
October November December 2017.....	Extended to April 17, 2017
January February March 2018.....	Friday, July 14, 2017
April May June 2018.....	Friday, October 13, 2017

STS Corporate Partners

ADARA | Advance Travel & Tourism | AJR Media Group | Amtrak | Charles Ryan Associates | ITI Digital | Madden Media | Paramore Digital