



# ENTRY FORM

## CATEGORY: Property Manager of the Year

Criteria: This category is open to any on-site apartment community manager who has demonstrated exceptional performance in terms of occupancy, resident retention and/or satisfaction as well as performance and maintenance of the property. Entries will be judged based on accomplishments in 2016. **Entries Due Monday, June 12.**

**Please complete all fields.\***

### 1. Tell Us About Yourself:

(complete All in full, attaching extra pages if needed)

Your name/title:

\_\_\_\_\_

Name of apartment community: \_\_\_\_\_

Location: \_\_\_\_\_

No. of units: \_\_\_\_\_

Name of parent company: \_\_\_\_\_

Headquarters: \_\_\_\_\_

Number of on-site staff: \_\_\_\_\_

Number of years at community: \_\_\_\_\_

NOI at community for 2016: \_\_\_\_\_

Year-over-year change in occupancy 2015-2016: \_\_\_\_\_

Occupancy as of January 1, 2017: \_\_\_\_\_

Percentage of lease renewals in 2016: \_\_\_\_\_

Year-over-year change in rent per sq. ft. 2015-2016: \_\_\_\_\_

Types of multifamily product you manage? (check all that apply):

- Garden/Low-Rise
- High-Rise
- Mid-Rise
- Mixed-Use
- Student Housing
- Affordable (low-income)
- Affordable (workforce)
- Military
- 55+

### 3. Entry Fees

**\$300 for first entry, \$275 for each subsequent entry**

Payment online (you must also submit your entry online)

Payment by check made out to Multi-Housing News

Total number of entries # \_\_\_\_\_

Total payment \$ \_\_\_\_\_

Contact Name: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address:

\_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

### 4. Submit Your Entry

**ONLINE.** Go to <http://mhn.submishmash.com/submit> and follow prompts for submitting payment. Then load the following materials: 1) completed entry form; 2) narrative (“why should you win this award?”); 3) supporting materials if applicable; 4) bio/cv; 5) headshot of the property manager. The system will accept your files in PDF, Word, jpeg and tiff format.

**BY MAIL.** Assemble a 9-in. by 12-in. binder with plastic sleeves including: 1) completed entry form; 2) narrative (“why should you win this award?”); 3) supporting materials if applicable; 4) bio/cv; 5) headshot of the property manager; 6) check made out to Multi-Housing News. Mail your entry, which must be postmarked by June 12 to:

Jessica Fiur, Managing Editor  
Multi-Housing News  
370 Lexington Ave., Suite 2100  
New York, NY 10017

\*If you have questions, email [jessica.fiur@cpe-mhn.com](mailto:jessica.fiur@cpe-mhn.com).

### 2. Why Should You Win this Award?

On a separate sheet of paper, provide 250-500 words (bullet points are fine) describing on-site leadership, resident satisfaction/retention, maintenance of property, building relationships with staff and residents, innovative/noteworthy on-site objectives. You may include testimonial letters and other supporting materials as desired.