



# HOUSEKEEPING EVALUATION REQUEST FORM

PROPERTY NAME				
PHYSICAL ADDRESS		CONTACT		
STREET		GENERAL MANAGER		
CITY/TOWN		PHONE #		
POSTAL CODE		EMAIL		
<b>NO:</b> We <b>do not</b> wish to apply this year. Name & Position : _____				
<b>YES:</b> We would like to be considered for a Housekeeping Award Evaluation— <i>see form below</i>				
Are you listed in the 2013 Alberta Approved Accommodation Guide?	Yes	No	Unsure	
If <b>NO:</b> Is this a new Property?	Yes		Date Opened: MM/DD/YEAR	
Have you been nominated or received a Housekeeping Award within the past 4 years?	Yes	No	Unsure	
Recognition from internal/external property audits have been awarded within the past 24 months. Ex: TripAdvisor, Brand Award ,CAA. <i>(Please Attach)</i>	How/Where:		For/As:	
Customer comments/reviews on record have complimented our cleanliness, maintenance, state of repair and/or customer satisfaction. <i>(Please Attach)</i>	Rated by:		As being:	
Renovations that address cleanliness, maintenance, and state of repair were completed.	Date: MM/DD/YEAR		Details:	
Housekeeping training such as Housekeeping Edge or emerit Housekeeping Room Attendant certification has been implemented.	Training Program:		Date: MM/DD/YEAR	# Trained
Property is under new ownership/management	Owner	If <b>YES</b> - Date: MM/DD/YEAR	No	
	General Manager Executive Housekeeper	Changed from:	Changed to:	
Authorized by:	Title:		Date: MM/DD/YEAR	
We believe our property should be evaluated for Housekeeping Award because: <i>250-500 words—point form</i>				

**Must be submitted by June 15, 2013.**

*Please attach all applicable information when submitting your application.*



ALBERTA HOTEL &  
LODGING ASSOCIATION