

## 2019 CRUISE AWARDS

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### GUIDELINES

The AAPA Cruise Award is made in recognition of an individual(s), company, organization or other entity whose outstanding work or service has had a positive impact on the relationship between a cruise port and the cruise industry in the Western Hemisphere. Nominees may be recognized for positive contributions with international impact or for benefits to ports within a country or region.

Nominees may include government officials, trade or transportation industry leaders, port authority or cruise line leaders, or any other individual(s) or entity who has made a significant contribution to advance the relationship between cruise ports and the cruise industry. Nominations must be made by the official (voting) Corporate Cruise Committee member for an AAPA member port. The official member cannot nominate himself or herself or anyone within their organization. The award(s) may be shared by more than one individual or entity in recognition of joint efforts.

The award will be presented at the AAPA Cruise Seminar or at the AAPA Annual Convention. A subgroup of the AAPA Cruise Committee, which includes the Chairman of the Committee, will review the nominations and make recommendations to the Cruise Committee. The Committee may select more than one awardee in order to recognize both a cruise industry and a port industry candidate. The final selection will be made at the AAPA Annual Convention by the official (voting) Corporate members of the Cruise Committee (see Award Criteria below). If no suitable candidates have been submitted, an award may not be presented that year. Also, the award may be made posthumously.

### AWARD CRITERIA

The Cruise Committee will have one official Corporate Member from each port, as well as the option for alternates. Only an official Corporate Member can nominate someone for the award. The awardee(s) will be selected by a vote of the Corporate Members, with only one vote per Corporate Member (the official Member or their alternate). The vote for the awardee must be 2/3 + 1 of the majority of the Corporate Members attending the Cruise Committee meeting at AAPA's annual convention.

In order for an individual or entity to be considered for AAPA's Cruise Award, the nomination must include at least one paragraph on each of the following criteria:

- **Experience and expertise:** Describe nominee's background and expertise as it relates to this award. Describe any awards or other recognition received by the nominee.
- **Contributions to the cruise industry/port relationship:** Describe the kinds of activities undertaken by the nominee that have substantially contributed to the relationship between the cruise port and the cruise industry.
- **How ports would benefit:** Describe how the port/cruise industry would benefit from this nominee's selection for the award.

### NOMINATION GUIDELINES

The guidelines for submitting a nomination for an AAPA Cruise Award are:

1. Nominations must be made by an official Corporate Cruise Committee member. The

official member cannot nominate himself or herself or anyone within their own organization.

2. Send Adobe Acrobat (.pdf) or Microsoft Word (.doc) files by email to [pmaher@aapa-ports.org](mailto:pmaher@aapa-ports.org).
3. The nomination should be double-spaced and not exceed ten pages, excluding the cover page. The e-mail nomination should include a separate **one-page summary** with the following information:
  - Name of person(s) or entity being nominated
  - Company, phone and e-mail contact for person(s) or entity being nominated
  - Name and contact information of person submitting nomination (company, phone, and e-mail)

- Brief description of how the person(s) or group(s) of people meets the criteria listed under Award Criteria
- Date submitted

For further information, contact:

Susan Monteverde  
Cruise Committee Liaison  
American Association of Port Authorities  
1010 Duke Street  
Alexandria, VA 22314  
Phone: (703) 684-5700  
[smonteverde@aapa-ports.org](mailto:smonteverde@aapa-ports.org)

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## ENTRY FORM

This form must be submitted with each Cruise Award nomination.

Individual(s) or Entity Nominated \_\_\_\_\_

Nominee's Port/Organization \_\_\_\_\_

Nominee's Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Person(s)/Entity Nominated by \_\_\_\_\_

Port/Organization \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

AAPA may post my APPLICATION SUMMARY on its website  Yes  No

### ENTRY CHECKLIST

1. Nomination addressing the three required criteria and formatted as described in Guidelines.
2. Separate one-page summary with contact information as described.
3. Submit nomination and summary via e-mail to: [pmaher@aapa-ports.org](mailto:pmaher@aapa-ports.org).

Date received \_\_\_\_\_ AAPA initial \_\_\_\_\_