



## Annual Award Notice – Tennessee BEAM

**TO:** Local Executive Officers and/or Elected Secretaries, HBAT Area Vice Presidents and HBAT Executive Committee

**RE:** Tennessee BEAM Award Winner

Enclosed are the [Tennessee BEAM Award Winner](#) criteria. Your nominee's information will be discussed by the Past Associates Leadership Committee, and they will select a recipient. The award will be presented during the Fall Annual Meeting.

**The deadline for entries is August 1st.** All entries must be received at the HBAT office by 5:00 pm on that date. Electronic entries are encouraged.

This award is open for any HBA member or members company in the State of Tennessee, every year. Please take the time to submit an entry. We have a great number of talented and dedicated members that deserve to be recognized by their peers.

We encourage each local association to submit a nomination every year.

### Tennessee BEAM Award Winner

#### What the Nominations Committee wants to know...

BEAM is an abbreviation for Builders Engaging Associate Members. The Tennessee BEAM Award is bestowed on one builder or one local entity that best exemplifies the motto, "It's good business to do business with a member."

This award serves to encourage builder members to use the goods and services offered by member companies and to recognize the builder or local entity that exemplifies this vitally important teamwork.

#### **State & Local Association:**

List your nominee's contributions to the Home Builders Association and its members. Identify examples of partnerships and promotion of fellow members by your nominee that express the ethos of "do business with a member".

#### **Contribution to fellow members:**

Provide an example of how your nominee made the effort to highlight or elevate a fellow member. These efforts and partnerships make our industry stronger and should be shared more.

#### **Exceptional Service:**

Outstanding or exceptional service that goes above and beyond participation, attendance and involvement and would be considered "exceptional." (Local, NAHB or State Association level)

If you have any questions, please contact Charles Schneider at 615-777-1700.  
To submit your entry electronically, please email [CSchneider@hbat.org](mailto:CSchneider@hbat.org).

## **Selection Process**

1. The Past Associates Leadership Committee will select the Tennessee BEAM Awardee.
2. Each candidate must be a member of a Local HBA, their Local HBA must have been organized prior to August of the preceding year.
3. Each candidate must meet all membership requirements and standards of the local, state and national HBA's and shall be a member in good standing with all levels of membership.
4. The committee will consider entries, select the winner and certify his or her name to the HBAT Staff and/or the Awards Committee Chairman during the Fall Board of Directors Meeting.
5. Each local association may submit their current local awardee. Those associations not offering a similar award are encouraged to do so but may submit any worthy member of their choosing for consideration.
6. None of these criteria shall be construed to prohibit any local association (so desiring) from resubmitting the same candidate in subsequent years.
7. Entries will be scored and judged by the Past Associates Leadership Committee. If there are not at least four (4) Past Associate VPs in the committee meeting, either a conference call is arranged to total four (4) Past Associate VPs participating, or no action shall be taken. A conference call will then be scheduled as soon as possible that will include at least four (4) Past Associate VPs.
8. Upon determining the winner, the Past Associates Leadership Committee shall keep the winner's name a secret until the award is made.
9. The HBAT Staff will keep all nominees confidential.

## **Application Format**

- Entries should be formatted letter sized (8.5" by 11") not more than six (6) pages plus cover letter from the Local HBA. Electronic versions are encouraged.
- **A cover letter must be signed by both the local President or elected Senior Officer, and the Executive Officer.**
- Only one (1) entry will be accepted from each Local HBA.
- Deadline: Entries must be submitted via US mail or emailed to the HBAT State Office, **received no later than August 1st**. The envelope containing the submission must be clearly marked "Builder of the Year Entry" and will be delivered to the Committee Chairman by the HBAT Staff.
- Photography: One photo of the candidate is required. Photos should be in a high-resolution digital format or if printed, at least a 5" X 7" of the candidate must accompany the entry for scanning. Additional photographs are encouraged.

Full arrangements for the awards presentation will be completed by the HBAT Staff, presentation will be made at the Awards Banquet. The HBAT Staff will have the plaque selected (needing only the winner's name engraved) for the presentation at the Installation and Awards Banquet.