



DEAL OF THE YEAR

CBG AWARD SUBMISSION GUIDELINES

ABOUT THE DEAL OF THE YEAR AWARDS:

The Deal of the Year Awards recognizes the most notable commercial real estate professionals and transactions in Wisconsin. The Awards event was created to highlight accomplished CBG members who have displayed exceptional achievement in sale and/or lease transactions. An award may be based on size and dollar volume but also degree of difficulty, unique situations and the contribution to the community. A winner will be selected in each of the following categories: **OFFICE, INDUSTRIAL, RETAIL, INVESTMENT/MULTI-FAMILY, and OTHER.** Listed below are the submission guidelines.

DEADLINE FOR SUBMISSIONS: **FRIDAY, DECEMBER 30, 2011 5:00 pm**

SUBMISSION ELIGIBILITY: Must be a current CBG Member

You may submit a Deal of the Year transaction for yourself or another CBG member.

Name of listed nominee must be a licensed Real Estate Sales Agent &/or Broker. (As defined by Wisconsin DRL).

Sale or Lease transaction must have taken place between January 1, 2011 and December 31, 2011.

SUBMISSION REQUIREMENTS: Completed submission form, including explanation of:
-Scope of the Deal
-Summarization of the Nominee(s)
-Why you believe this deal should be selected

INCOMPLETE FORMS WILL BE DISQUALIFIED!

PHOTOGRAPHIC REQUIREMENTS: Minimum of (1) color photo (digital or print) with resolution of 150 dpi or higher.

Up to six photos can be submitted per entry

Digital files must be received by the submission deadline

Acceptable formats: .jpg or .tff

If submitted electronically, digital files must contain name of the deal

SUBMIT YOUR FORM: Email: wendy@advantageosborne.com



Deadline for Submission: Friday, December 30, 2011, 5:00 pm

SUBMISSION FORM

DIRECTIONS:

1. Once completed, save the form to your computer
2. Email the submission form to wendy@advantageosborne.com. All submissions must use this form.
3. Email up to (6) photographs to wendy@advantageosborne.com. Please include "Deal Name" in the subject line.
4. Print a copy for your records.
5. Submission must be received by Friday, December 30, 2011, 5:00 pm

CONTACT INFORMATION:

DATE SUBMITTED:

NAME OF DEAL BROKER(s):
SUBMITTER'S NAME: (if different):

COMPANY:

ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

EMAIL:

TRANSACTION INFORMATION:

NAME OF THE DEAL:
TRANSACTION DATE:
CITY OF TRANSACTION:

CATEGORY: OFFICE INDUSTRIAL RETAIL INVESTMENT/MULTI-FAMILY OTHER

WAS THE DEAL A SALE OR A LEASE? SALE LEASE



DEADLINE FOR SUBMISSION: FRIDAY DECEMBER 31, 2011, 5:00 pm

PLEASE SUMMARIZE THE DEAL OR THE SCOPE OF THE TRANSACTION:



DEADLINE FOR SUBMISSION: FRIDAY, DECEMBER 30, 2011, 5:00 pm

PLEASE SUMMARIZE DETAILS OF THE NOMINEE(S):



DEADLINE FOR SUBMISSION: FRIDAY, DECEMBER 30, 2011, 5:00 pm

SUMMARIZE WHY YOU BELIEVE THIS DEAL SHOULD BE SELECTED: