



CAPITAL REGION 2009 - TOBY AWARDS

The Capital Region Building Owners and Managers Association is proud to announce the 2009 Office Building of the Year Awards!

The Office Building of the Year (TOBY) Award is the most prestigious and comprehensive program of its kind in the commercial real estate industry - recognizing excellence in building management, operational efficiency, tenant retention, emergency planning and community impact. The first level of competition is held at the local level by BOMA associations. Winning entries then have the opportunity to advance to the regional level in each of the eight North American regions of BOMA International. Finally, regional winners advance to the international level.

For the 2009 judging, the admission requirements for Capital Region BOMA entries will be a binder with the required information enclosed. However, should you decide to enter in the Middle Atlantic Regional awards, the BOMA International portfolio is required and must be submitted on line to the Middle Atlantic Judges. To submit an entry, applicants must be members of **CRBOMA**.

It is an easy process to begin your quest towards awarding excellence in Office Building Management. If you are one of the fortunate winners of the local award, the CRBOMA TOBY Awards Committee will be available to provide guidance on the preparation of a portfolio for the next level of competition.

If you are interested in entering your building in the TOBY Awards, please fill out the enclosed form and return to the Executive Office. If you have any questions, please contact the Executive Office at 518-694-5016.

The deadline for entries has been extended to July 31st. Judging will follow.

Sincerely,

Sarah Jermano-Schmitz

Sarah Jermano-Schmitz
CRBOMA President



**Capital Region BOMA
Nomination Form**

ENGINEER OF THE YEAR: _____

I/We Nominate (Building Name): _____

Address: _____

Category: (Choose from list) _____

Property Owner: _____

Management Company: _____

Property Manager: _____

Building Contact Name: _____

Building Contact Address: _____

Building Contact Phone Number: _____

Please return to:

CRBOMA, 90 State Street, Suite 1009, Albany, NY 12207

Or fax to: (518) 463-8656

**DEADLINE FOR NOMINATION HAS BEEN EXTENDED TO
IS JULY 31, 2009**

Capital Region BOMA
2008 TOBY Awards – Nomination Form

Categories and Entry Requirements:

Under 100,000 Square Feet

Any and all office buildings are eligible

100,000 – 249,999 Square Feet

Any and all office buildings are eligible

250,000– 499,999 Square Feet

Any and all office buildings are eligible

500,000 – 1 Million Square Feet

Any and all office buildings are eligible

Over 1 Million Square Feet

Any and all office buildings are eligible

Renovated

Must be at least 15 years old and occupied during the renovation/modernization

Historical Building

Must be at least 50 years old with original design maintained

Corporate Facility

Single use facility at least 50% occupied by the corporate entity

Medical Office Building

50% medical use, does not accommodate patients for more than 24 hours

Government Building

Government owned & 50% occupied by government entities

Suburban Office Park (2 categories)

Low Rise: Two or more buildings; 1-5 stories in height, occupy a land greater than 5 acres; outside of the central business district

Mid Rise: Two or more buildings; 6-10 stories in height, occupy a land more than 5 acres; outside of the central business district

Industrial Office Park

Two or more buildings, comprising a total project, one to two stories in height, with more than 50% and less than 50% office area. Must have loading dock, rear roll-up or sliding door(s) and no common lobby or corridors except for restroom vestibules.