



**REEFWA
2026**

**EMPLOYER & WORKPLACE
OF THE YEAR**

AWARDS APPLICATION

Real Estate Employers' Federation of Western Australia Incorporated



About the REEFWA Awards

Do you think you're an employer who deserves to be recognised? Is your workplace one where employees feel safe and thrive in? If so, now is the time to showcase your achievements.

Nominate yourself and your agency for these two prestigious awards and gain the recognition your team deserves.

This ONE application enters you into BOTH awards.

There are no application fees for these awards.

Submission Guide



- 01 Print and thoroughly read this Award Application as it contains all the information you'll need to submit your application.
- 02 Complete all three parts of the REEFWA Award Application and use the Check-List on page 14 to ensure you have covered everything.
- 03 All Award Applications must be submitted by email (please use your Agency Name/Employer Name as the email subject line) to reefwa@cciwa.com by 5:30pm Monday October 12, 2026.

Eligibility Criteria



- 04 Your agency must be based and registered in Western Australia and your triennial certificate and licence must be current and valid.
- 05 Your agency must employ 3 or more employees (including off-shore employees).
- 06 Your Agency and Employer must have operated and have held a leadership position for 12 or more months at the date of your application submission.

Important Dates



- 07 Award Application submissions close 5:30pm Monday, October 12, 2026.
- 08 Award Finalists will be announced and notified on Monday, October 26, 2026.
- 09 Award Winners will be announced at the REEFWA Industrial Relations Conference held at Aloft Perth on Friday, November 13, 2026.

Conference Details



- 10 REEFWA's Industrial Relations Conference & Awards Presentation is held at Aloft Perth on Friday, November 13, 2026.
- 11 Starting from 9:00am to 5:30pm, this full-day event includes 5-CPD points, banquet lunch and sundowner.
- 12 Members can purchase discounted tickets to the event at \$399 per person; non-member tickets at \$499 per person. View details and book your ticket by scanning this QR code



AWARD APPLICATION

The REEFWA Awards

- Employer of the Year Award 2026
- Workplace of the Year Award 2026
- One application = two awards

Part 1:

- REEFWA Award Application Form

Part 2:

- Summary about your Employer and why they should win the Employer of the Year Award
- Summary about your workplace and why your agency should win the Workplace of the Year Award

Part 3:

- Your responses to the four judging criteria
- Include supporting documents





Part 1

Award Application Form

Agency Name:

Triennial Certificate No:

Office Address & Phone:

No. of Years of Operation:

Employer Full Name:

Employer Position/Title:

Licence No:

Employer Email & Phone:

No. of Years in Position Held:

Total no. of Employees:

**Contact Person's Name,
Phone & Email:**

☐ I declare that the information provided in this application is true and accurate to the best of my knowledge.

☐ I agree that the information provided in this application is to be used for the sole purpose of these REEFWA Awards and will not be shared with any third-party unless consented.

Employer Signature:

Date:

Please email this Award Application Form along with your responses to Part 2 & 3 and supporting documents to reefwa@cciwa.com

Part 2

Employer of the Year

(maximum 500 words)

- Tell us about your Employer and summarise why you think your Employer should win this award.

Workplace of the Year

(maximum 500 words)

- Tell us about your workplace and summarise why you think your agency should win this award.

Please provide your responses in a Word document.



Part 3

Leadership

Judging Criteria ONE (maximum 500 words)

- Demonstrate how your employer contributes to building a positive, high-performing and supportive workplace.
- Describe and provide examples of how your employer actively contributes to the success, growth and strategic direction of the business.
- How does your employer model accountability and take ownership of outcomes, challenges and decisions?
- Provide examples of how your employer demonstrates genuine, transparent and values-based leadership.
- Describe initiatives and practices that ensure employees feel supported, valued and heard.

Please provide your response to the above guidance questions in a Word document. You may also wish to include supporting documents such as employee testimonials, leadership awards & recognition, development programs and staff engagement metrics.



Part 3

Safety & Culture

Judging Criteria TWO (maximum 500 words)

- Demonstrate how your agency/employer creates a workplace culture that is safe, inclusive and supportive.
- How does your agency identify, manage and reduce psychosocial risks in the workplace?
- Describe initiatives that support employee physical health, mental wellbeing and overall workplace satisfaction.
- Explain how the leadership role in your agency fosters positive team dynamics and relationships.
- Explain how employees can raise complaints, concerns or workplace issues and how these are managed effectively
- How do you support employees in balancing professional responsibilities with personal commitments?

Please provide your response to the above guidance questions in a Word document. You may also wish to email us supporting documents such as well-being programs, flexible work policies, team-building activities, work health & safety metrics.



Part 3

Training & Development

Judging Criteria THREE (maximum 500 words)

- Demonstrate your commitment to developing employees and supporting long-term career growth.
- Outline the learning and development opportunities available to employees.
- How do you support employees to achieve their career goals and progress within the organisation?
- Describe strategies used to maintain a motivated and engaged workforce.
- Explain how employees are recognised and rewarded for their contributions and achievements.

Please provide your response to the above guidance questions in a Word document. You may also wish to email us supporting documents such as training records, professional development programs and budgets, promotions, employee tenure/retention data and recognition.



Part 3

Compliance & Improvement

Judging Criteria FOUR (maximum 500 words)

- Demonstrate your agency's initiatives, improvements, or innovative practices that strengthen workplace compliance, governance, and operational excellence. How have these impacted employee experience, workplace standards, engagement, wellbeing, and overall employee satisfaction.
- As an employer, explain how your agency ensures compliance with: Fair Work legislation, National Employment Standards, Respect@Work obligations, work health & safety requirements, and award/wage compliance.
- Describe the systems, policies and procedures in place to ensure a fair, compliant and well-managed workplace.

Please provide your response to the above guidance questions in a Word document. You may also wish to email us supporting documents such as your onboarding & induction manual, workplace policies, training records, and audit/compliance reviews.



Awards Application Check-List

- ☐ Complete Part 1: Award Application Form (page 8 of this Awards Application).
- ☐ Complete Part 2: Tell us about your Employer & Workplace and why you think they should win.
- ☐ Complete Part 3: Respond to the FOUR key criteria (Leadership, Safety & Culture, Training & Development and Compliance & Improvement).
- ☐ Reminder to include any supporting document you wish to submit.
- ☐ Email the above items to reefwa@cciwa.com (please use Agency Name/Employer Name as your email subject line) by 5:30pm Monday, October 12, 2026.
- ☐ Book your REEFWA Conference ticket for the Award Presentations on Friday, November 13, 2026 using this QR code link.



E-Mail



Have a question about the REEFWA Awards or Conference?

Contact Anna Le

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