



A Guide to the Welcome Awards

SERVICED ACCOMMODATION



# **All Awards Criteria Checklist**

| I. TOU MUST BE A PARTICIPANT IN TH | TE VISIT WALES GRADED/APPROVE | D SCHEINES |
|------------------------------------|-------------------------------|------------|
| Contact Name:                      |                               |            |
| Visit Wales Ref No:                |                               |            |
| Establishment Name and Address:    |                               |            |
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|                                    |                               |            |
| Post Code:                         | Telephone Number:             |            |
| Email:                             |                               |            |
| Website:                           |                               |            |
| Date:                              |                               |            |
| THIS SECTION HAS TO BE COMDI ET    | TED FOR ALL AWARDS            |            |

#### 2. THIS SECTION HAS TO BE COMPLETED FOR ALL AWARDS

| Information Provision   | Yes | No |
|---|-----|----|
| Details of nearest doctor, hospital, dentist, all night chemists and vets (if pets accepted)  |     |    |
| Maps and books available for reference on local area  |     |    |
| Information on local public/regional transport. Additionally details of any baggage transfer and taxi companies operating locally to be available   |     |    |
| Weather forecast, climbing conditions/routes, traffic/road updates, Ordnance Survey coordinates (if property not located in a named town or village), tide tables (if applicable) or other information for the area to be prominently displayed together and/or telephone numbers that can be called for the latest information by guests if required. Sat Nav, GPS and Three Little Words information to be provided |     |    |
| Information on local attractions, boat charter/beaches (if applicable) and events and/or tourism information centre telephone numbers and directions supplied. Wet weather options also to be considered  |     |    |
| Location and opening times of the nearest shops and garages, including directions to be available   |     |    |
| Details of nearest bank/cash machine, public telephone, post office, post box and defibrillator, including directions to be available   |     |    |
| Details displayed or provided for local rescue services, including stating 999 telephone number (112 from a mobile). There should be an explanation for overseas visitors that they should always ask for the police in the first instance. Additionally include numbers for mountain rescue and coastguard (if applicable)   |     |    |
| Details displayed of the Countryside Code, where applicable – <a href="https://naturalresources.wales/days-out/the-countryside-codes/the-countryside-code-advice-for-countryside-visitors/?lang=en">https://naturalresources.wales/days-out/the-countryside-codes/the-countryside-code-advice-for-countryside-visitors/?lang=en</a>   |     |    |
| Details of local restaurants and pubs offering food and activities in the area, including opening times to be available   |     |    |
| First aid kit to be available   |     |    |

| Information Provision  | Yes | No |
|--|-----|----|
| A separate space, facilities or service should be available for drying outdoor clothing and footwear (for example, washing line, dehumidifier, tumble dryer or indoor heated drying area). If not available, information provided on washing facilities, laundry service (including overnight washing/drying service) or details of nearest laundrette facilities. |     |    |
| If group bookings taken, information should be available for groups on storage facilities, dining facilities/options (if applicable), group registration, and pre arrival information  |     |    |
| Hot and cold drinks available  |     |    |
| Free unrestricted Wi-Fi (if available and provided). This needs to be advertised as does any additional charges made for the provision. Is Wi-Fi or good mobile signal available at the site? Good mobile signal area to be defined  |     |    |
| Nature of provided water supply to be described, if not mains (water supply must meet all statutory regulations for drinking water). Consider partnering with Refill Wales – <a href="https://www.refill.org.uk/Refill-Wales/">https://www.refill.org.uk/Refill-Wales/</a>   |     |    |
| Full details of accommodation, including sleeping arrangements and washing facilities (whether it is equipped with a bath, shower or shared) to be provided  |     |    |
| Details of the Wales Way to be available – <a href="https://www.visitwales.com/inspire-me/wales-way/explore-wales-way">https://www.visitwales.com/inspire-me/wales-way/explore-wales-way</a>   |     |    |

| Below are not award critical – but are suggestions for Best Practice | Yes | No |
|--|-----|----|
| Cups, flasks and storage containers for day trips                    |     |    |

Notes Box: If any points above are not applicable or answered 'No', please elaborate further below:

## **Families Welcome**



The Families Welcome award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for families, especially for those with young children. Displaying the logo will give families confidence that they are booking quality accommodation or visiting attractions that meet their particular needs.

| Facilities, Services and Information Provision (Additional)  | Yes | No |
|--|-----|----|
| Provide a suitable cot or child's bed which meets current safety standards   |     |    |
| Provide secure storage area for guests' use – e.g. prams etc.  |     |    |
| Ensure safety features are in place inside the accommodation and outside – cordless blinds, trailing wires, window catches, guard in front of a wood burner, adequate lighting at night from car park along paths, steps etc. leading to the accommodation and to any separate washing/toilet facilities |     |    |
| Provide a high chair(s). Suitable crockery/cutlery/drinking cups for small children should be available  |     |    |
| Be able to offer a family sized room or interconnecting room with blackout lining for curtains or blackout blinds in rooms occupied by children  |     |    |
| Offer fridge storage to the guest  |     |    |
| Any beverage making facilities should have restricted access for safety purposes   |     |    |
| Provide facilities for warming baby milk and preparing baby food   |     |    |
| Have baby changing facilities in male and female toilets or a separate facility for baby changing. Portable baby changing mat being appropriate  |     |    |
| Provision of a low level urinal/step or toilet seat for children. Nappy disposal bin and nappy bags to be provided, if requested in public toilets located in hotels, restaurants with rooms, inns, etc. also in en-suite/private family allocated bedrooms  |     |    |
| If there is a play room/outdoor facilities available, it should be secure and well maintained  |     |    |
| Full details of accommodation, including sleeping arrangements and washing facilities (whether it is equipped with a bath or shower or shared). A baby bath to be available (if requested) if there is no full-sized bath available  |     |    |
| Emergency lighting to be available, e.g., torch or night-lights in all areas accessible to customers   |     |    |
| Supply of children's entertainment to be available – selection of toys, games, books, CDs or DVDs, etc.  |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided, flexibility in respect of evening meal times should be considered. Be able to offer family friendly dining with children's menu/portions. Dietary requirements and healthy options would be desirable  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local family friendly restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to provide a packed lunch or a filled flask on request, can be charged  |     |    |

# Families Welcome



| Notes Box: If any points above are not applicable or answered 'No', please elaborate further below: |  |
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## **Pets Welcome**



The Pets Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for pets. Displaying the logo will give pet owners confidence that they are booking quality accommodation or visiting attractions that meet their particular needs.

The Pets Welcome Award is predominantly focused on dogs, as this is the major market, however, other visitors like to travel with other pets. In these instances the pet owner should contact the business directly with regards to the suitability of their pet. As nearly half of all UK households has one pet or more, this is a large market.

| Facilities, Services and Information Provision (Additional)   | Yes | No |
|---|-----|----|
| The provision of water and food bowls to be available   |     |    |
| The provision of doggy waste bags and bins to be provided or available, if requested  |     |    |
| Pets welcomed inside the accommodation, but not left alone. Any restrictions on where pets can go to be advised at time of booking  |     |    |
| One of the following available to guests on request – chews/treats, toys, spare bedding and spare leads – can be charged  |     |    |
| Dog cleaning area outside with hose and bucket to be made available. Provision of old towels for drying/wet and muddy paws to be made available with a view to protecting interior accommodation  |     |    |
| A torch/night light to be available on request  |     |    |
| Where pets have access to an exercise area, then suitable fencing should be provided. If none available, then details of a suitable exercise area for dogs nearby to be provided along with information and directions of local dog walks |     |    |
| The availability of food preparation area for guests to use (such as access to a kitchen or utility room) with designated utensils or guests brought utensils   |     |    |
| Storage area for animal transportation crates to be provided, if requested  |     |    |
| Hooks to be placed outside all facilities to secure pets  |     |    |
| Information available on local pet shop, vets, pubs/restaurants and attractions where pets are welcomed   |     |    |
| If your property is situated near to an airport or ferry port, then information to be provided on the location of the pet check-in areas at the airport or port and what the ferry's own arrangements are for pets whilst on board        |     |    |
| Clear information about number, type and size of pets accepted, including additional charges for pets and any restrictions or rules for pets if damage or breakages occur   |     |    |

| Food Arrangements  | Yes | No |
|--|-----|----|
| If meals are provided, designated area to be indicated in establishment where pets are welcomed inside the club house/site restaurant. Be able to offer dietary requirements and healthy options would be desirable. Flexibility in respect of evening meal times should be considered.  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local pet friendly restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request   |     |    |
| Be able to provide a packed lunch or a filled flask on request, can be charged   |     |    |

# **Pets Welcome**



| Notes Box: If any points above are not applicable or answered 'No', please elaborate further below | <i>r</i> : |
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## **Anglers Welcome**



The Anglers Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for anglers. Displaying the logo will give anglers the confidence that they are booking quality accommodation that meets their particular needs.

With 750 miles of coast and an interior scattered with pristine rivers and dotted with wild lakes, is it any wonder the fishing in Wales is among the very best in Britain?

| Facilities, Services and Information Provision (Additional)  | Yes | No |
|--|-----|----|
| The provision of a chest freezer/deep freezer facilities to be available for anglers' use to store their catch   |     |    |
| Provide safe storage for all fishing equipment etc.  |     |    |
| Facilities provided for washing fishing gear. Facilities for preparing fish either by the chef or owner/operator, to be available, if requested  |     |    |
| Information available on local permits/rod licensing   |     |    |
| Information of local tackle/bait shops to be made available  |     |    |
| Information on local slipways/boat launching sites to be provided, including local knowledge on where to fish. Additional information details on local rivers, fishing lakes or fishing trips, etc. to be provided |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided, flexibility in respect of evening meal times should be considered. Dietary requirements and healthy options would be desirable   |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to offer a packed lunch or filled flask if on request, can be charged   |     |    |

| Notes Box: If any points above are not applicable or answered 'No', please elaborate further below: |  |  |
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## **Bikers Welcome**



The Bikers Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for bikers. Displaying the logo will give bikers confidence that they are booking quality accommodation or visiting attractions that meet their particular needs.

Wales is well known for its winding roads and its spectacular scenery. On a beautiful day, bikers flock across the border to take advantage of some great riding. Wales offers plenty of wonderfully diverse routes from cruising along sleek and smooth roads that wind between green rolling hills or ride along dirt trails through majestic ranges.

| Facilities, Services and Information Provision (Additional)   | Yes | No |
|---|-----|----|
| The provision of a secure, lockable and undercover area for the guest to leave bikes.  Alternatively, there should also be the ability to lock bikes indoors in garages or sheds, if preferred by the guest                 |     |    |
| Dedicated on-site safe parking provided on a hard standing surface. If not possible, direct visitors to nearest bike parking location   |     |    |
| The provision of wash down facilities for bikes to be available including visor spray, cloths, hot soapy water, boot polish/brushes and degreasing hand wash, if requested  |     |    |
| Display safe biking safety information, e.g. Think Road safety logo – <a href="https://www.think.gov.uk/campaign/motorcycling/">https://www.think.gov.uk/campaign/motorcycling/</a>   |     |    |
| Information provided on availability, directions and opening times of local specialised/local garages, petrol stations and bike shops   |     |    |
| Maps and books available for reference on biking in the area and details about local and regional biking routes and organisations   |     |    |
| Provide information on recommended bike tours to include nature of the roads (twisting, narrow, rough, etc.), viewpoints, attractions, etc. This can be by way of suggested Apps for smartphones, GPS or Three Little Words |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided to be able to offer early evening dining. Dietary requirements and healthy options would be desirable. Flexibility in respect of evening meal times should be considered  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to provide a packed lunch or a filled flask if on request, can be charged   |     |    |

| Notes Box: If any points above are not applicable or answered 'No', please elaborate further below: |  |
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## **Cyclists Welcome**



The Cyclists Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for cyclists. Displaying the logo will give cyclists confidence that they are booking quality accommodation or visiting attractions that meet their particular needs.

There are over 1,200 wonderful miles of National Cycle Network in Wales alone, giving cyclists the action-packed adventures they require along a mixture of quiet lanes, canal towpaths, as well as old railway lines, a great selection of traffic-free paths and long-distance routes that take in many of Wales' finest scenery and sites. Mountain biking centres offer world-class single track trails, freeride hotspots and wild back country rides for beginners and pros. Cycling is an increasingly popular activity on British holidays and something the whole family can enjoy.

| Facilities, Services and Information Provision (Additional)   | Yes | No |
|---|-----|----|
| Lockable, secure and undercover area for safe overnight storage of bicycles and panniers with an unobstructed entrance  |     |    |
| Access to water point for washing bicycles and outdoor clothing. Hose and/or bucket and cloth to be available   |     |    |
| Emergency cycle and puncture repair kit. Suggested items to include tyre levers, lubricant and a pump for valves  |     |    |
| Display safe cycling safety information, e.g. Think Road safety logo – <a href="https://www.think.gov.uk/cycle-safety/">https://www.think.gov.uk/cycle-safety/</a>      |     |    |
| Details and directions of nearest cycle hire outlets and cycle repair/spares shops to be available  |     |    |
| Maps and books available for reference on cycling in the area and details about local and regional cycling routes and organisations                                     |     |    |
| Provide information on recommended cycle tours to include viewpoints, attractions, etc. This can be by way of suggested Apps for smartphones, GPS or Three Little Words |     |    |
| Information on local public transport and what cycle carriage facilities are available or contact details provided  |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided to be able to offer early evening dining. Dietary requirements and healthy options would be desirable. Flexibility in respect of evening meal times should be considered  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to provide a packed lunch or a filled flask on request, can be charged  |     |    |

| Notes Box: If any p | Notes Box: If any points above are not applicable or answered 'No', please elaborate further below: |  |  |  |  |
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## Walkers Welcome



The Walkers Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for walkers. Displaying the logo will give walkers confidence that they are booking quality accommodation or visiting attractions that meet their particular needs.

Walking is an increasingly popular activity on domestic overnight trips. There are over 1,368 miles of the finest walking in the world in Wales, with towns and villages along the way in which to relax and recharge. Superb scenery is the constant of our walking regions, whether coast, mountains, valleys or hills.

| Facilities, Services and Information Provision (Additional)  | Yes | No |
|--|-----|----|
| A separate drying space should be available to hang wet clothes, store rucksacks, etc.   |     |    |
| Boot scrapes at main doors and/or access to facilities with water supply for cleaning boots and outdoor clothing. This should be clearly labelled and advertised and should be separate from the drinking water points |     |    |
| Maps and books available for reference on walking in the area and details of local and regional walking routes and organisations   |     |    |
| Details and directions of nearest outdoor equipment retail providers to be available   |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided to be able to offer early evening dining. Dietary requirements and healthy options would be desirable. Flexibility in respect of evening meal times should be considered  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to provide a packed lunch or a filled flask on request, can be charged  |     |    |

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## **Golfers Welcome**



The Golfers Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for golfers. Displaying the logo will give golfers confidence that they are booking quality accommodation that meet their particular needs.

Wales is home to over 200 golf courses, from historic seaside links to beautifully manicured parkland resorts.

| Facilities, Services and Information Provision (Additional)  | Yes | No |
|--|-----|----|
| Convenient battery charge point areas for electric trolleys  |     |    |
| Provide a safe lockable storage area for guests' golf clubs or equipment   |     |    |
| Ability to book tee times if required  |     |    |
| Provide information on local courses (clubhouse facilities, course maps, contact numbers, usual visitor tee times, dress code, directions, drive times between each level of difficulty, green fees or their acceptance of Golf Passes or saver voucher schemes) |     |    |
| Provide information details on local sports/golf shops/club shops/hire clubs/coaching/availability of practice areas or driving ranges   |     |    |
| General information on the local area with alternative suggestions for the non-golfer  |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided to be able to offer early evening dining. Dietary requirements and healthy options would be desirable. Flexibility in respect of evening meal times should be considered  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to provide a packed lunch or a filled flask on request, can be charged  |     |    |

Notes Box: If any points above are not applicable or answered 'No', please elaborate further below:

## TV/Film Crew Welcome



The TV/Film Crew Welcome Award has been developed by Visit Wales in recognition of the considerable efforts businesses have made to cater for TV/Film Crew. Displaying the logo will give TV/Film Crew confidence that they are booking quality accommodation or visiting attractions that meet their particular needs.

Wales has a wide variety of locations on offer to film and television productions, from epic mountains to stunning coastline, industrial landscapes to remote cottages, historic castles to modern office blocks.

| Facilities, Services and Information Provision (Additional)  | Yes | No |
|--|-----|----|
| To provide flexible arrival times with 24 hour access to the premises available, once checked in   |     |    |
| To respect the confidentiality of the filming company, including the nature of the filming, locations used and the guests staying at the premises. Any servicing of the accommodation/rooms to be organised to suit the crew's work patterns |     |    |
| To provide ample parking or advise of alternative suitable arrangement for the film crew vehicles with consideration given to the security of the vehicles and the crew's equipment  |     |    |
| Provision of secure storage area to be available, if requested   |     |    |
| Provision of desk areas in rooms, a private lounge and/or meeting room/work centre to be made available  |     |    |
| Provision to negotiate rates for stays or longer lets (where applicable) to be available if required. The provision of company billing also to be available to the filming company   |     |    |
| Local car/van hire company details to be made available  |     |    |

| Food Arrangements   | Yes | No |
|---|-----|----|
| If meals are provided, flexibility in respect of evening meal times should be considered. Dietary requirements and healthy options would be desirable   |     |    |
| Extended bar/lounge service hours (within the law) to suit the crew's requirements  |     |    |
| If no meals are provided then a light snack or beverage can be made available, and could be chargeable – this arrangement to be discussed at time of booking. Alternatively, information on location, directions, sample menus and opening times of local restaurants and breakfast serving establishments to be provided |     |    |
| If breakfast is provided this service should be available for early leavers. Alternatively, a "grab and go" bag can be provided on request  |     |    |
| Be able to provide a packed lunch or a filled flask on request, can be charged  |     |    |

| Notes Box: If any points above are not applicable or answered 'No', please elaborate further below: |  |  |
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Llywodraeth Cymru Welsh Government

Quality Assurance Department Visit Wales Welsh Government Rhodfa Padarn Llanbadarn Fawr Aberystwyth Ceredigion, SY23 3UR

Tel enquiries: 03000 622418

Fax: 03000 622081

E-mail: quality.tourism@gov.wales