



WELLINGTON REGION[®] **BUSINESS** EXCELLENCE AWARDS 2019

Young Business Person of the Year Entry Form

Instructions for Entrants

- Please use this entry form for the Wellington Region Business Excellence Awards 2019. It is important that you do not change the structure (section headings and sequence). Changing this structure will make it harder for the evaluators to find relevant information quickly.
- Before starting to complete this please make sure that you have read the terms and conditions found on the Hutt Valley Chamber of Commerce website.
- Provide short concise bullet points with sufficient information so the judges are able to easier evaluate your entry.
- Each entry will require a business biography, signed registration form and three printed copies.

Entry Timeline 2019

Entry Forms Issued – Tuesday 13th August, 2019

Entries Close – Friday 13th September, 4 pm

All completed entries must be received by the Hutt Valley Chamber of Commerce on or before 4 pm. Please ensure three copies of your entry submission are received.

Judging Process – Saturday 14th - 28th September 2019

After the allocation of categories and initial assessment of entries, judges will review the entries. They may seek further clarification on any aspect of the entry. The judges may need to undertake a site visit.

Finalist Announced – Tuesday 1st October 2019

Finalist Function – Thursday 31st October 2019

Announcement of the 2018 Category finalists is by way of a celebratory event held for all finalists and sponsors.

Wellington Region Business Excellence Awards Ceremony – Presentation & Dinner – Friday 22nd November 2019

The announcement of business category finalists and winners, special category finalists and winners and the overall Supreme Business of the Year winner will be made at the awards presentation. Bookings will be essential – LIMITED TICKETS.

Registration Form

Biography

All entries must include a brief history. This information does not form part of the evaluation or scoring. The purpose of the biography is to help establish an overview for the judges.

The biography could include the “x” factor of your business, business profile, key influences, key challenges etc

Young Person of the Year

For business people aged 35 or less (by March 31, 2019) who have demonstrated a high degree of leadership, entrepreneurship, creativity and vision for the future.

Provide information so the judges are able to evaluate your entry:

1. Provide examples of how the individual has shown outstanding leadership over a sustained period of time.
2. Provide examples of how the individual has displayed some, or all, of the following characteristics:
 - a) Passionate about their role and the people they work with
 - b) Determination and the will to succeed
 - c) Belief in achieving extraordinary things
 - d) A willingness to learn
 - e) A desire for constant improvement
 - f) The initiative to pursue an idea
 - g) Trusting and empowering teammates
 - h) Working hard and having fun

DECLARATION

I declare, as an entrant of the Wellington Region Business Excellence Awards 2019, that I agree and comply with all Terms and Conditions of entry in the entry guidelines. I also confirm that all information supplied in this entry form is true and accurate.

(Please tick)

I give permission to the Awards Manager to disclose our business name in any marketing collateral leading up to the Awards Programme.

Yes No

.....
Signature: Director / Owner / Authorised Person

.....
Full Name (please print): Director / Owner / Authorised Person

.....
Date

Courier your entry to

Lynda Robertson
Administration Manager
Private & Confidential
Hutt Valley Chamber of Commerce
Level 3, 15 Daly Street
Lower Hutt 5010

Post your entry to

Lynda Robertson
Administration Manager
Private & Confidential
Hutt Valley Chamber of Commerce
PO Box 30 653
Lower Hutt 5040

Check List (please tick)

- I have read and agreed to Terms and Conditions.
- I have signed the registration form.
- I have included a business biography.
- I have completed the entry form.
- I have printed **three copies** ready to be sent in.