

Ballina Coast & Hinterland

BUSINESS EXCELLENCE AWARDS

An initiative of

 Ballina Chamber of Commerce



AWARDS ENTRY FORM

Business Name:

Trading Address:

Postal Address:

Phone: Mobile:

Email:

Contact Name: Position:

No. of Workers full time or equivalent (*i.e. count up the hours of part time/casuals - 38 hours = 1 full time worker*):

AWARD CATEGORIES:

- Visitor Experience - Tourism
- Visitor Experience - Hospitality
- Retail Excellence
- Professional Service
(including Employment Services)
- Trade, Construction & Manufacturing
- Aged Care & Wellbeing
- Personal Services
(including Hair & Beauty)
- Outstanding Young Employee

* These categories automatically progress to the NSW Business Chamber Northern Rivers Regional Awards.

- Excellence in Social Enterprise
- Start Up Superstar
- Excellence in Small Business
(Less than 20 employees)
- Excellence in Business
- Excellence in Innovation

* These categories automatically progress to the NSW Business Chamber Northern Rivers Regional Awards, and can progress to the NSW Business Chamber State Awards.

- People's Choice Award

All award entries will automatically be entered into the following categories:

- Workplace Safety
- Customer Service
- Ethics in Business
- Business of the Year

- I would like a representative of SafeWork NSW to contact me regarding my entry to the Workplace Safety category.

ENTRY PROCESS:

All categories **excluding People's Choice** are required to complete a Questionnaire. Once this entry form is received you will be sent details on where to complete your submission.

All categories will be Mystery Shopped **excluding People's Choice**.

People's Choice voting opens 12 June. Please allow 24 hours for your kit to be collated.

PAYMENT DETAILS: ENTRY FEE \$50 PER CATEGORY TO ENTER

Entry fee is \$50 per category

Number of categories entered = x \$50 Total entry fee = \$

- CHEQUE (Payable to Ballina Chamber of Commerce, Post to PO Box 444, Ballina NSW 2478)
- EFT - Electronic Funds Transfer (CBA - BSB: 062 502 A/c: 00900382) Reference:
- CREDIT CARD (Note \$2.50 additional fee applies) VISA MASTERCARD

Card number:

Card holders name:

Expiry date: Amount: (inc \$2.50 fee) \$

Signature:

IMPORTANT DATES:

ENTRIES OPEN:	9.00 AM, FRIDAY 8 JUNE 2018
AWARDS ENTRIES CLOSE:	5.00 PM, FRIDAY 20 JULY 2018
PEOPLE CHOICE VOTES OPEN:	9.00 AM, TUESDAY 12 JUNE 2018
PEOPLE CHOICE VOTES CLOSE:	5.00 PM, FRIDAY 20 JULY 2018
AWARDS PRESENTATION DINNER:	6.00 PM, SATURDAY 11 AUGUST 2018 AT BALLINA RSL CLUB

CONDITIONS OF ENTRY:

GENERAL CONDITIONS:

- All entrants or nominations must operate in the Ballina Local Government area.
- The Judging Panel reserves the right to place your entry into a category it feels most appropriate.
- The judging panel reserves the right to create or delete categories based on the entries received.
- Your privacy is protected and all entries are regarded as CONFIDENTIAL.
- Applications will be destroyed within 90 days of entries closing, if not collected by entrant.
- All entrants or nominations or their associated business must be registered with the ATO as a business and hold a current ABN.
- Business must have been in operation for a minimum of 12 months except for Best New Business (minimum 3 months, maximum 12 months in operation as at 30 June).
- Two (2) digital images of staff and/or premises are required to be submitted on Disk or USB with submissions or questionnaires. Supporting multi-media material may also be included.

i) Entrants are required to nominate a representative if unable to attend the awards dinner.

AWARD CATEGORIES :

- Questions to be answered in order as detailed in entry criteria. Be concise with your answers – remember more words do not necessarily make a better entry. Supporting material is encouraged, please do not provide original copies.
- Submissions must address each aspect of the judging criteria.
- Mystery Shopper categories will be judged using a combination of shopper evaluations and questionnaire responses.

PEOPLE'S CHOICE AWARD

- Any individual can place a vote by nominating a business for this award.
- Only one vote per person per business will be accepted. Duplicate votes will be deleted.
- No incentives are to be offered to the general public for votes.
- People's Choice will be judged purely on number of votes received via eligible voting methods.

ACCEPTANCE OF NORTHERN RIVERS REGIONAL BUSINESS AWARDS ENTRY CONDITIONS

I confirm that if my business is successful in the Ballina Coast & Hinterland Business Excellence Awards, NSW Business Chamber can access my awards submission for use in the Northern Rivers Regional Business Awards judging. I understand that if I am a Finalist in the Northern Rivers Regional Business Awards, I or representative must be in attendance at the Gala Presentation evening, Saturday 13 October 2018.

Name: _____ Position: _____
Signature: _____ Date: _____

ACCEPTANCE OF BALLINA COAST & HINTERLAND BUSINESS EXCELLENCE AWARDS CONDITIONS

I / we agree to accept the decision of the judging panel and agree to the conditions of entry

Name: _____ Position: _____
Signature: _____ Date: _____

Please Return your Form

Fax: 02 6686 5810

Email: events@ballinachamber.com.au

Post: PO Box 444, Ballina NSW 2478

Deliver: 249 River Street, Ballina NSW 2478

For Further inFormation please email events@ballinachamber.com.au or telephone: 6681 5049