



Business and Community Awards – Nomination Form

Name of the Business or Community Group you are nominating? _____

(Please circle either Business or community group – so we enter them in the right Class)

Contact name and details for your nominated Business or Community Group:

(name, address, web address, email & phone as we have to be able to make contact with the nominees)

Name of person making the nomination: _____

Your contact details: *(email &/or phone)* _____

What is your relationship to the nominated business / community group: _____

Which category are you nominating them for? *Please circle one category only on this form*

Ethical stance

Customer service

Community Involvement

Positive promotion

Why do you think this Business or Community Group should win the award for which you have nominated them? Please include examples of how you think they meet the requirement of the award. *(You may attach a single sheet of A4, if there is insufficient space given here. We are unable to consider photographs or documents other than the nomination form and one additional sheet – but the more information you can include here the better)*

Return this form to Didcot First Ltd, 29 Wantage Road, Didcot, OX11 0BS or email to di@didcotfirst.org.uk
Closing date is Sunday 12th September 2010. Presentation of Awards will be on Friday 15th October @ Cornerstone.

Notes to help you complete the form:

Why are we holding the awards:

To promote Didcot and to recognise and reward local excellence. To give a public recommendation and recognition of best practice & service in and around Didcot (including the villages and industrial estates)

Timetable of event:

Nominations open July 5th Nominations close September 12th Award Presentation October 15th

Who is eligible for nomination:

The BACA's are open to all businesses and community groups including sole traders, family businesses, franchisees, small/medium businesses, local branches of national chains, charities or organisations, local charities and community organisations in and around the Didcot area, within the OX11 area and including Milton Park, Southmead Estate and all the villages - Astons, Appleford, Blewbury, Chilton, Hagbournes, Harwell, North and South Moreton, Upton.

Categories:

All categories have two awards – one for business and one for community – thus having 8 overall winners.

Ethical Stance – This award is for the ethical stance taken by the business or community organisation. Judges will be looking for evidence of the use of locally sourced products, sustainability, fair-trade, carbon neutral policies, good waste management and recycling and general reduction of environmental impact. Nominees do not have to demonstrate excellence across all aspects of the award but must be making a significant ethical stand.

Customer Service – This award is to recognise the people making up the business or organisation. Judges will be looking for evidence of commitment to staff or volunteer development through training that is manifested in helpfulness, politeness and the general attitude of staff or volunteers towards customers, clients and others.

Community Involvement – This award is for showing commitment and support to the local area. The Judges will be looking for the degree of outreach and activity in the locality, the sort of things that may attract the judges attention might be the provision of excellent toilet facilities open to the public, disabled access, sponsorship e.g. youth football strip, always being involved in community events e.g. community litter picks and generally bringing a benefit to Didcot and the environs.

Positive Promotion – This award is for self marketing of the company or organisation and will show evidence of self pride and local pride, drawing positive attention to Didcot and surrounding area. This promotion may take one or more of many forms – e.g. window display, website, written information, press releases, other media coverage, staff or volunteer appearance etc.

What do the winners get:

All nominees will receive a certificate to recognise their nomination

All shortlisted nominees will be presented with a certificate at the presentation event

All winners will receive a framed certificate at the presentation event and a self selected prize to the value of £150

Who are the Judges:

Entries will be shortlisted by Didcot First + 2 independent representatives.

Final Judging panels will be made up of independent people, as well as Didcot First representation.

Judges will be asked to declare an interest if any company or group, with whom they have direct contact, is nominated. A replacement judge will then be appointed

Presentation Night:

Shortlisted businesses and community groups will be allocated tickets for the event on Friday 15th October 2010 at 7.30pm at Cornerstone. Attendance is by invitation / allocation only, there will be no tickets on general sale.

Full rules of entry and an electronic version of this form are available on www.didcotfirst.org.uk