**Please note:**

* ABCC Awards are free to enter and open to all businesses regardless of whether they are a member of the Greater Birmingham Chambers of Commerce. If you are a non-member, you must be situated, or have a branch/office within the Greater Birmingham, Black County and Coventry & Warwickshire areas.
* This form should be used to enter **Outstanding Small Business of the Year**
* A maximum of two categories can be entered provided a separate entry form is completed.
* The rules are at the end of this entry form. Any entries not adhering to the rules will be eliminated.
* Please email your entry form to [**ABCCawards@birmingham-chamber.com**](mailto:ABCCawards@birmingham-chamber.com) **by Friday 8th September**

**The closing date for entries is 5pm Friday 8th September 2023**

|  |  |
| --- | --- |
| **How did you hear about the awards?** |  |
| **Contact name** *(first name, surname)* |  |
| **Company name** *(please ensure this is typed as you would like it publicised)* |  |
| **Company address** |  |
| **Email address** |  |
| **Website address** |  |
| **Contact number** |  |
| **Twitter handle** |  |
| **LinkedIn URL** |  |
| **Business sector** |  |
| **Nature of business** |  |
| **Main product/service** |  |
| **Number of employees** |  |
| **Who are typically your customers?** |  |
| **Legal status of company** |  |
| **What year did the business start trading?** |  |
| **Is your business a Chamber member in the Greater Birmingham area (any division)?** |  |

1. **Demonstrate why you feel you should win this award**

*(max. 1,250 words): (30 marks)*

As part of your overall answer, key emphasis should be given to the below points:

* + Growth within the last 12 months
  + Innovation and leadership within the last 12 months
  + Successes within the last 12 months, i.e. customer service, client & staff retention
  + Sales & marketing initiatives within the last 12 months
  + Challenges overcome within the last 12 months

1. **What positive impact have you/your business had within the Asian community?** *(max. 500 words): (20 marks)*

As part of your overall answer, emphasis should be given to some or all of the below points:

* Your personal background and heritage influence
* Community engagement
* Employment & diversity
* Supplier and client diversity
* Collaborations and partnerships
* Vision and drive for positive change
* Thought leader/role model influence

**The Rules**

1. The closing date for entries is 5pm on Friday 8th September 2023
2. ABCC Awards are free to enter and open to all businesses regardless of whether they are a member of the Greater Birmingham Chambers of Commerce. If you are a non-member, you must be situated, or have a branch/office within the Greater Birmingham, Black County and Coventry & Warwickshire areas.
3. If you have won any previous ABCC Award within the last two years (2021 & 2022 Awards) you are not eligible to apply for any of the 2023 awards.
4. Entries must be electronic and in one single document in either Microsoft Word or pdf format and in English
5. Both questions must be answered in the appropriate text box within the specified word count limit. Text boxes can be expanded if necessary and can include photos, charts, etc. Judges will not read past the word count.
6. A maximum of two categories can be entered, providing a separate entry form is completed. If you apply for two awards and are shortlisted for both awards, only one complimentary ticket will be offered.
7. The appropriate award category entry form should be used. Failure to adhere to this will result in the submission being disqualified.
8. The maximum file size for any entry is 5MB. If your entry exceeds this file size it will not be considered.
9. Supporting evidence is allowed and should be included within the entry form and inserted into a blank page at the end of this form. Please be aware that any website links used within your entry will not be activated by the judges and any evidence sent separately will not be submitted. Please note any supporting evidence will not be scored and will be used for evidence purposes only.
10. All entries will be automatically acknowledged on receipt. All entries will be treated in confidence and entry forms will become the property of Greater Birmingham Chambers of Commerce. Entries will not be returned.
11. Applicants must be authorised to enter their organisation into the awards.
12. The judges’ decision is final and no correspondence will be entered into.
13. Judges reserve the right to audit any information supplied.
14. Greater Birmingham Chambers of Commerce reserves the right to withdraw an award from any applicant supplying false information within their entry.
15. No employee of the Greater Birmingham Chambers of Commerce are entitled to enter.
16. Award winners will be announced at the Asian Business Chambers of Commerce Awards 2023 that will be held on 18th November 2023 at the National Conference Centre.
17. Shortlisted and winning entries will be publicised.
18. By registering and completing an entry for the awards you agree to these terms and conditions.

**Judging**

* All entries received by the deadline will be judged and a final shortlist will be drawn up.
* It is anticipated that up to four finalists will be shortlisted in each award category.
* Each award category finalist will receive one complimentary ticket to the event.
* Details of the awards can be seen at [Asian Business Chamber of Commerce Awards 2023 | GBCC (greaterbirminghamchambers.com)](https://www.greaterbirminghamchambers.com/networking-events/events-calendar/listing/abcc-awards-2023-231118/)