

## 2018 Eurobodalla Business Awards Program Terms & Conditions of Entry

### 1. How to Enter

- 1.1 Entry is free.
- 1.2 To enter the Eurobodalla Business Awards all applicants must read and understand the terms and conditions set out in this document (**Terms and Conditions**) and complete the online entry form for your chosen category.
- 1.3 Eurobodalla Business Awards reserves the right to alter or change these Terms and Conditions at any time at its discretion.
- 1.4 All submissions are to be lodged through the NSWBC Awards website at <http://www.businessannualawards.com.au> (**Website**).
- 1.5 By lodging your entry you agree to be bound by these Terms and Conditions.
- 1.6 Your entry must be submitted by 11:59pm Australian Eastern Standard time on Friday 3 August 2018.

### 2. Entry Eligibility

- 2.1 All businesses that submit an entry must hold a current Australian Business Number (ABN). This clause 2.1 does not apply to individual entrants into the individual award categories of Outstanding Young Employee, Outstanding Young Entrepreneur and Outstanding Business Leader.
- 2.2 Entries can be submitted by any business that has been continuously operating in NSW for a minimum period of two years at the time of entry (Monday 2 July 2018). This clause 2.2 does not apply to entries into the Start-Up Superstar category where entries can be made by any business that has been operating less than a period of two years at the time of entry.
- 2.3 Entry into the Eurobodalla Business Awards is not open to Board Members of the NSW Business Chamber or any of its related or controlled entities.
- 2.4 Entry into the Outstanding Business Leader, Outstanding Young Employee and Outstanding Young Entrepreneur categories is not open to NSW Business Chamber Board Members, NSW Business Chamber Regional Advisory Councillor and State Councillors. NSW Business Chamber Regional Advisory Councillors and State Councillors can enter their business other NSWBC Award categories.
- 2.5 Staff members of NSW Business Chamber or any of its related or controlled entities are not eligible to enter the Eurobodalla Business Awards.
- 2.6 An entry into the Outstanding Business Leader, Outstanding Young Employee and Outstanding Young Entrepreneur award shall be automatically disqualified if:
  - 2.6.1 the entrant becomes bankrupt or insolvent; or
  - 2.6.2 the entrant becomes disqualified from holding office as a director of any organisation or company.

- 2.7 The Eurobodalla Business Awards reserves the right in their sole discretion to disqualify any individual or business entry who the Eurobodalla Business Awards has reason to believe has breached any of these Terms and Conditions, or engaged in any unlawful, fraudulent, misleading, deceptive or other improper misconduct that may jeopardise the fair and proper conduct of the Eurobodalla Business Awards or otherwise bring the Eurobodalla Business Awards into disrepute or damage the goodwill or reputation of the Eurobodalla Business Awards.
- 2.8 Eurobodalla Business Awards accepts no responsibility for any entries lost in transit or not received by the closing time due to technical disruptions or any other reason beyond the control of the Eurobodalla Business Awards or the NSW Business Chamber.

### **3. Previous Years Winners**

- 3.1 Previous Winners are eligible to enter the same category in the subsequent year that they have won, up to a maximum of three consecutive years.
- 3.2 If an organisation or person wins a category for three consecutive years, they shall then be excluded from entry into that category for the next two consecutive years.
- 3.3 Subject to clause 3.2, State and Regional winners, including members of the Hall of Fame, may enter any other category in the subsequent year of their announced win.
- 3.4 To progress to the Far South Coast Regional Awards, winners must be a member of one of our five local business chambers; Batemans Bay, Mogo, Moruya, Narooma or Tilba by Friday 14 September 2018.

### **4. Entry requirements**

- 4.1 All entries for consideration must be lodged online and include the required information.
- 4.2 Eurobodalla Business Awards reserves the right to declare any entry ineligible, if at any time during or after the term of the award process your entry form is found to be incomplete, deficient, false or misleading in any way.

### **5. Opening Dates**

- 5.1 Refer to the Key Award Dates page on the Website for entry opening dates.
- 5.2 Eurobodalla Business Awards reserves the right to extend or vary the entry period if required, before or after the Eurobodalla Business Awards entry period commences.

### **6. Closing Dates**

- 6.1 Refer to the Key Award Dates page on the website for entry closing dates.
- 6.2 Eurobodalla Business Awards reserves the right to extend or vary the entry period if required, before or after the Eurobodalla Business Awards entry period commences.

## **7. Confidentiality**

- 7.1 Upon their submission pursuant to these Terms and Conditions, entries become the property of the Eurobodalla Business Awards. All information provided in the entry form will be used for the purpose of judging only and will be treated as commercial-in-confidence by Eurobodalla Business Awards and any of its related or controlled entities, unless otherwise specified.
- 7.2 If you are selected as a finalist in the Eurobodalla Business Awards, information provided in your entry (excluding financial information) will be used for the purpose of promoting the Eurobodalla Business Awards and your business.

## **8. Judging**

- 8.1 All entries are judged by a panel, selected by Eurobodalla Business Awards from business and community leaders including previous State Category Winners and Category Sponsors.
- 8.2 Judges will allocate scores to each question asked, and these scores will be multiplied by a weighting to reach an overall score for each entry.
- 8.3 There will only be one winner per category.
- 8.4 Where there are two or more entries with the same highest score a count back will be conducted to determine which entrant scored higher on the most category questions.
- 8.5 If after the count back there is still two or more entries with the same highest score, the judging panel will be reconvened for determination of the winner.
- 8.6 Previous year winners may be eligible to form part of the immediate subsequent year's Judging Panel for their winning category, if they are not entering that category in the year they are judging or the year immediately following their role as a judge.
- 8.7 Judges are required to sign a confidentiality agreement and disclose any conflict of interest.
- 8.8 The Judging Panel's decision is final and no further correspondence will be entered into.
- 8.9 In situations where there is only one entrant for a category in the Eurobodalla Business Awards, this entry will be judged. Subject to meeting a gateway score, the entry will become a finalist in the Far South Coast Business Awards, providing they meet their Terms and Conditions.
- 8.10 A representative of the Eurobodalla Business Awards or the Judging Panel may contact any entrant via telephone interview or email for further information or to verify their entry prior to selecting the final preferred winner. Conducting such interviews does not create any obligation on the Eurobodalla Business Awards or the Judging Panel to select the interviewed entrant as a winner.

## **9. Awards**

- 9.1 The Eurobodalla Business Awards comprise of the following categories:
  - 9.1.1 Excellence in Small Business - for businesses employing 1 to 4 employees\*;
  - 9.1.2 Excellence in Small Business - for businesses employing 5 to 10 employees\*;
  - 9.1.3 Excellence in Small Business - for businesses employing 11 to 19 employees\*;

- 9.1.4. Excellence in Small Business – overall winner
- 9.1.5. Excellence in Business – for businesses employing 20 or more employees\*  
*\* This includes all employees on payroll in Australia such as contractors, casual and labour hire staff.*
- 9.1.6. Start-Up Superstar;
- 9.1.7. Outstanding Young Employee (Age 35 and under);
- 9.1.8. Outstanding Young Entrepreneur (Age 35 and under);
- 9.1.9. Outstanding Business Leader (Age 36+);
- 9.1.8. Local Chamber of Commerce of the Year.
- 9.2 Eurobodalla Business Awards may, in its sole discretion (without prior notice) add or vary these award categories.
- 9.3 Winners of the aligned categories listed in clause 9.1 from each Regional Awards program will progress to the NSW Business Chamber State Business Awards as a State Category Finalist subject to satisfying these Terms and Conditions.
- 9.4 NSW Business Chamber may have additional Regional award categories relevant to each region. Please note these additional Regional award categories do not progress to the NSW Business Chamber State Business Awards.
- 9.5 Each Regional NSW State Finalist is eligible for one return flight from Regional NSW to Sydney and one night's designated accommodation in Sydney's CBD. Flights and accommodation are to be arranged by the NSW Business Chamber.
- 9.6 All State Category Finalists will receive one complimentary ticket per business to the NSW Business Chamber State Business Awards Gala (**State Gala Event**) event in Sydney to be conducted on or around late November in each year irrespective of the number of categories in which the business is a State Finalist.
- 10. Geographic coverage**
  - 10.1 NSW Business Chamber provides the online entry and judging engine for the Eurobodalla Business Awards which are aligned with the NSWBC Awards program.
  - 10.2 Businesses entering the Eurobodalla Business Awards must have their primary business located in Eurobodalla.
- 11. Announcing the finalists and winners**
  - 11.1 All Finalists will be notified by phone or email, and published on the Eurobodalla Business Awards Website and Facebook page.
  - 11.2 Winners will be announced at the gala event in on Saturday 8 September 2018.
  - 11.3 It is a condition of entry that, if requested by the Euro, the Regional and State Winners agree to participate in media requests, social media and other publicity requests (such as NSW Business Chamber and Regional Chamber events) conducted by and for use by the NSW Business Chamber and any of their related or controlled entities. There will be no fee payable,

remuneration or other direct financial benefit to be received by the Winners (other than the marketing opportunity) as a result of the winners' participation in these activities.

**12. Local Business Chamber and Regional Business Chamber Awards programs**

- 12.1 These Terms and Conditions apply to entrants into all NSW Business Chamber Regional Business Awards, including entrants of Local Business Chamber awards which are aligned with the NSWBC Awards, unless otherwise agreed.
- 12.2 Please note that additional terms and conditions may also be applied by the Local Business Chamber or Regional Business Chamber running such awards. Please check the relevant Local Business Chamber or Regional Business Chamber Awards website for their terms and conditions.

**13. Local Business Chamber Award entrants and winners**

- 13.1 Where a Local Business Chamber Awards program exists and that Local Business Chamber aligns all or some of their categories and criteria with the NSW Business Chamber Awards Program, Local Chamber Alliance members can only enter those aligned categories via the Local Business Chamber Awards program. Where a Local Business Chamber Awards program exists but they have not chosen to align with some of the NSW Business Chamber State Business Award Categories, Local Chamber Alliance members may directly enter those categories at a Regional level.
- 13.2 Local Business Chamber Award winners are eligible to progress to the NSW Business Chamber Regional Awards program as a Regional entrant subject to:
  - 13.4.1 complying with the NSWBC Awards Terms and Conditions;
  - 13.4.2 the Local Business Chamber category winner's entry being submitted via the NSWBC Awards online entry system for the purpose of judging.
- 13.3 Category winners at a Local Business Chamber and Regional level must satisfy a gateway score that the NSW Business Chamber will set at the start of every awards program. This score will be awarded by the NSW Business Chamber State Business Awards Judging Panel.