NORTHAMPTONSHIRE
Business Awards

Apprentice of the Year

Terms & Conditions

1. The Northamptonshire Business Awards are free to enter and all businesses who have a Northamptonshire postcode are eligible to enter.

2. Entries are treated in confidence but will be shared with a select group of individuals for judging purposes.

3. All entries must be electronic.

4. A maximum of 5 attachments (e.g. tables, graphs or photos) may be included with the entry form. These attachments must be image files (jpg, gif, png or tif) and must not exceed 5MB in total. Any attachments that exceed the permitted allowance or exceed the permitted file size will be deleted.

5. Any website links used within your entry will not be activated by the judges.

6. Please note the maximum word count for any entry is 1850 words. This count limit does NOT include the questions. If your entry exceeds this word count or the permitted attachment file size it will not be accepted and you will not be notified.

7. Entrants may be asked for customer testimonials. The judges reserve the right to contact or visit these customers if applicable.

8. Entries will be judged in two stages. The initial shortlisting stage will be judged by an independent and impartial panel of judges. Final judging will be judged by category sponsors via a face-to-face presentation / interview. All finalists must make themselves available to attend the final judging.

9. Entry to more than one category is permitted.

10. Award winners will be announced at the Awards Ceremony and Dinner in **September 2019.**

11. Finalists will not automatically be given places at the Awards Ceremony and Dinner. All guest places are to be booked via the organisers normal channels.

12. Applicants must be authorised to enter their organisation into the awards.

13. Sponsors are not eligible to enter the category they are sponsoring. Sponsors may enter any other category of the awards. NO preferential treatment will be given to sponsors.

14. Entries should be in English. All entries must be checked for spelling and grammar.

NORTHAMPTONSHIRE
Business Awards

Apprentice of the Year

15. Incomplete entries will not be judged.

16. All entries that meet all of the rules will be acknowledged on receipt. Entry forms will become the property of the Northamptonshire Business Awards and its organisers and entries will not be returned.

17. The organisers reserve the right to withdraw an award from any applicant supplying false information within their entry. Judges reserve the right to audit any information supplied.

18. Applicants are responsible for making appropriate arrangements to protect any intellectual property associated with their application. Winners may be requested to participate in post-event publicity.

19. Being announced as a finalist is NOT a guarantee of winning an award.

20. The closing date for entries is midnight **10th May 2019.**

21. The judges' decision is final and no further correspondence will be entered into.

22. Any prize funds will only be made out to a Business and not to an individual.

23. No employee of the Northamptonshire Chamber of Commerce shall be entitled to enter.

24. No business associated with a non-executive director of the Northamptonshire Chamber of Commerce shall be entitled to enter.

25. By registering and completing an entry for the Awards you agree to these terms and conditions.