



The Owen White Franchisor Woman Employee Of The Year 2011

Recognising the most successful
franchisor woman employee during 2011

AWARD ENTRY FORM

Award Employee Name:
(Nominated by the Franchisor)

Franchise Name:

Franchisor Contact Name:

Franchisor Address:

Franchisor Postcode:

Franchisor Telephone:

Franchisor Mobile:

Franchisor Email:

The deadline for entries is 5pm on Friday 24th February 2012.

We regret that entries received after this date cannot be considered by the judging panel

AWARD ENTRY FORM

E-mail your completed entry form, written statement and supporting material to: awards@ewif.org *Please note that only electronically submitted material can be accepted.*

I confirm that: (please tick all):

- I have included a written statement on the attached **Official Written Statement Form** in support of my nominated employee's entry. (Only the Official attached sheet will be accepted)
- If chosen as a finalist, I agree to the nominated employee attending the Award Ceremony in London on Thursday 29th March 2012
- If my nominated employee is chosen as a finalist, I will forward the organiser a colour photo of her to the organisers with a copy of my Company's logo for promotional activities
- If chosen as a finalist, I agree that their, and our, details can be used by EWIF for promotional purposes in relation to these awards.
- I have read and understood the entry conditions and guidelines overleaf.
- I declare that the information provided in the Award written statement and any supporting documentation is true and accurate.

Please tick all that apply:

Personal Data supplied is subject to the Data Protection Act 1998.

- I wish any material contained within my application to remain confidential.
- I do not wish to receive information about future EWIF Awards.
- I do not wish to receive information about other relevant EWIF events.
- I do not wish to receive information from other companies, which have been approved by the Award organisers.

To confirm your acceptance of the above – please enter your name here:

Date:

AWARD ENTRY FORM

E-mail your completed entry form, written statement and supporting material to: awards@ewif.org

Please note that only electronically submitted material can be accepted.

List all supporting material: (write the names of all the documents that accompany your written statement)

Written Statement - The Owen White Franchisor Woman Employee Of The Year 2011

Submit ONLY on the Official Written Statement Form (last page of this document.) See **Guidance Notes** below on how to complete.

GUIDANCE NOTES - THE OWEN WHITE FRANCHISOR WOMAN EMPLOYEE OF THE YEAR 2011

These guidance notes relate only to The Franchise Show Woman Service Provider Of The Year 2011 Award.

1. You must fully complete the Entry Form details on pages 1 and 2 providing your contact details and confirming you have understood and agree to the conditions for the award.
2. You must provide a written statement on the official single sided A4 Form in support of the entry
 - Explaining what the Employee has achieved **during 2011** that you believe makes them a candidate for this award category
3. If you include any statistics please attach relevant documents to support any claim made. Unsubstantiated claims will be excluded by the judges.
4. Only include information relating to prior to 2011 if it helps to illustrate a point that relates to their achievements during 2011.
5. The judges decision will be based on activities and achievements of the nominee **during 2011**
6. The judge's decision will be based only on the information provided in the written statement and supporting evidence.
7. Information relating to prior to 2011 or information which is known by the judges but not included in the written statement will be ignored.
8. The judges may request additional information.
9. Incomplete submissions will not be considered.
10. Submissions must be on the Official Award Entry Form, with all supporting material and evidence in electronic format (pdf; Microsoft Word or Microsoft Excel only, with a total maximum file size of all documents being 5mb - excluding this form)
11. The Judges will select a Short List of Finalists, all of whom will be notified in writing, from which the winner will be selected.
12. The Judges decision is final and there will be no written correspondence regarding their decisions.
13. The Award Category may be changed at the discretion of the organisers.
14. All Finalists will be required to attend the Award Ceremony on Thursday 29th March 2012 in London.
15. Entry forms are to be received on, or before, **the closing date of Friday 24th February 2012, by 5pm.**
16. All entry forms and supporting evidence must be e-mailed to awards@ewif.org
17. No responsibility will be taken by the organisers for entry forms not received.

Official Written Statement Form

See **Guidance Notes** on previous page on how to complete.