

## Business Excellence Awards 2022

### Shona Sibbald Woman in Business Award

**This award recognises the hard work and achievement of businesswomen in West Lothian**

Awarded in recognition of outstanding contribution to the local economy made by an organisation:

- Under female ownership, female partner, or director.
- Demonstrating a strong business concept and development of business ideas.
- And potential for growth vision for the future

#### Submission Format

Your submission should take the format of a typed report, no longer than 1,000 words, and should include information requested below. Organisations may enter for more than one category. Each separate entry must be accompanied by an individual entry form.

A distinguished panel of judges will determine the award recipients based on these submissions.

Winners will be presented with our prestigious trophy at the Awards dinner on **Friday 25th November 2022**

#### Nomination Details:

Award Category:

Name of Nominated Company or individual:

Main Contact:

Address:

Post Code:

Tel:

Email:

Web:

Registered Address (if different from main address):

Director(s):

Other key employees:

Partnership/Limited Company/Other:

Number employees:

Actual turnover 2020:

Actual turnover 2021:

Projected turnover 2022:

#### Professional advisers:

Bank: (name and Contact)

Auditors: (name and Contact)

Legal: (name and contact)

#### Support Documents:

Letter from accountant or bank confirming financial well-being of the business.

Copy of last year's final accounts.

Any additional letters of support.

#### Report Content (Suggested (Max 1,000 words))

Relating your answers to the award criteria for which the business or individual is being nominated, please submit a company report which answers the following:

- What marketplace, and/or workplace opportunities proved most successful for you?
- What did you do?
- What was the outcome?
- How did you measure the success of what you did?
- How do you plan to build on your success?
- What evidence do you have to back-up your claims?

#### Nominations should be submitted to:

West Lothian Chamber of Commerce

Alba Centre, Alba Business Park

Livingston EH54 7EG

Tel: 07860 954 026

E-mail: [brenda@wlchamber.com](mailto:brenda@wlchamber.com)

**Awards open to all businesses based in West Lothian**  
**Deadline for Nominations: 14<sup>th</sup> October 2022**