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Description automatically generated**

**CHARITY OF THE YEAR AWARD**

This category has been created to recognise the charities and not-for-profit organisations that play such a positive role in the life of our area. Judges will look for impact, imagination and sustainability.

**NB Information requested within this form is optional. Whilst it may support your application, we appreciate some entrants may not wish to disclose certain information. All companies will be assessed on their own individual merits.**

Complete this entry form and email to: [**hello@timesbusinessawards.co.uk**](mailto:hello@timesbusinessawards.co.uk) or post: FAO Sunisa Avery, Business Awards Entries, One Media Creative, Salomons Estate, Tunbridge Wells, Kent TN3 0TG.

1. **About you and your organisation**

Organisation Name:

Trading Name:

Type of Organisation:

Full Address (inc. Postcode):

Contact name:

Telephone (Mobile):

Telephone (Landline):

Social Media:

INSTAGRAM: @

FACEBOOK: @

TWITTER: @

LINKEDIN:

Email address:

Website:

**Organisation Details**

What is the trading style of this organisation?

How many people are employed in your core organisation (including leadership)? Please indicate whether these are salaried or voluntary.

Full time:

Part-time:

Temporary:

Other:

**About you, the organisation’s leadership**

Name:

Role:

Name 2:

Role:

Name 3:

Role:

**Your target cause or demographic**

Tell us about the community or cause your organisation serves. (max. 50 words, e.g. services, service users, products or services)

**Impact**

Can you describe (a) the impact you had when you started operation and/or (b) what impact it would have if you were to cease operation? (max. 300 words)

**Sustainability**

How does your organisation protect the impact of its work? Please lay out what you have done and are doing to ensure the financial sustainability of your work. (max. 300 words)

**Accolades & Achievements**

Please provide evidence of any accolade(s) your charity or not-for-profit organisation has received, and any significant achievements (please attach copies to your application and list below).

**PLEASE NOTE ENTRY DEADLINE IS 6PM, THURSDAY, FEBRUARY 1, 2024**

**Terms & Conditions**

The competition is open to all businesses trading in Tunbridge Wells and the surrounding area, founded prior to January 2021 (with the exception of the Start-Up Business of the Year category).

Sponsors are encouraged to enter the Business Awards, but cannot enter the category they sponsor.

The comments made on your application form and any supporting evidence should be accurate to the best of your knowledge.

The judges’ panel will be made up of judges from the Borough of Tunbridge Wells who all have proven successful business and sector experience.

Each entry will be seen by at least four judges.

The judges’ decision is final.

The judges reserve the right to enter your application into another appropriate category.

By entering these Awards, you agree to our 2024 award sponsors having access to your contact details.

Entrants must be available for consultation with the judges should the need arise.

By entering the Awards you agree to participate in publicity for the Awards, including the use of any images taken.

Supporting marketing material and evidence is welcome (maximum of 3 copies).

Should a category not receive sufficient entries, it will be withdrawn from the Awards.

You may enter as many categories as you wish. Each entry must be submitted on a separate entry form.

If you are chosen as a finalist, you will be required to attend the gala dinner on the evening of Thursday, March 14, 2024, at the Salomons Estate, Southborough.

Applications are non-returnable. All entries will be destroyed after judging. Please use copies and not originals.

Due to the quantity of entries, we cannot give feedback on applications.

**Please Note:**  
All information provided will be treated in the strictest confidence and will not be disclosed to anyone other than the panel of judges and their advisors.

**BY SUBMITTING THIS FORM YOU AGREE TO THE TERMS AND CONDITIONS AS LISTED ABOVE.**