14th Annual
Business Excellence Awards
January 28th, 2016

The most glamorous event of the season.

Orléans Chamber of Commerce
Nomination Categories

Public Votes
1. Small Business of the Year
2. Large Business of the Year
3. New Business of the Year
4. Business Person of the Year

Member Nominated & Jury Selected
5. Community or Non-Profit Organization of the Year
6. Professional of the Year – Financial
7. Professional of the Year – Non-Financial
8. Healthcare and Wellness Professional of the Year
9. Realtor of the Year
10. Restaurant of the Year
11. Retail Business of the Year
12. Service Business of the Year
13. Arts, Recreation and Leisure Business of the Year
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14th Annual Business Excellence Awards 2016

Perhaps our most prestigious and anticipated event, the Business Excellence Awards Gala brings the business community together to honour the best of the best!

Each year, the Orléans Chamber of Commerce recognizes members for their outstanding achievements in several different categories, including Business of the Year and Business Person of the Year, in front of an audience of over 200 business leaders and community members.
## 2015-2016 CALENDAR

<table>
<thead>
<tr>
<th>Event</th>
<th>Main Categories (4) (Small Business of the Year, Large Business of the Year, New Business of the Year, and Business Person of the Year)</th>
<th>All Other Categories (9)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nomination Period</td>
<td>Oct. 30&lt;sup&gt;th&lt;/sup&gt; – Nov. 15&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Oct. 30&lt;sup&gt;th&lt;/sup&gt; – Nov. 30&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Application Period</td>
<td>Oct. 30&lt;sup&gt;th&lt;/sup&gt; – Nov. 29&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Oct. 30&lt;sup&gt;th&lt;/sup&gt; – Dec. 15&lt;sup&gt;th&lt;/sup&gt;</td>
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<td>Determination of Finalists</td>
<td>Nov. 30&lt;sup&gt;th&lt;/sup&gt; – Dec 7&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Dec. 16&lt;sup&gt;th&lt;/sup&gt; – Jan. 6&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Voting</td>
<td>Dec. 8&lt;sup&gt;th&lt;/sup&gt;- Jan. 7&lt;sup&gt;th&lt;/sup&gt;</td>
<td>N/A</td>
</tr>
<tr>
<td>Judge Evaluation</td>
<td>N/A</td>
<td>Dec. 16&lt;sup&gt;th&lt;/sup&gt; – Jan. 6&lt;sup&gt;th&lt;/sup&gt;</td>
</tr>
<tr>
<td>Announcement of Finalists</td>
<td>Jan. 11&lt;sup&gt;th&lt;/sup&gt;</td>
<td></td>
</tr>
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<td>Business Excellence Awards Gala</td>
<td>January 28&lt;sup&gt;th&lt;/sup&gt;, 2016</td>
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</tbody>
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NEW FOR THIS YEAR

- There are 13 award categories—4 that will be determined by public vote and 9 that will be determined by a panel of judges.
- The Business Excellence Awards Committee has selected a panel of 5 judges. These judges shall, without outside influence, evaluate the nominees and proceed with a pre-selection of finalists based on the specific criteria for the applicable award category.
  - Each application form will be evaluated by judges based on a scoring system that assesses Business Accomplishments, Level of Expertise, and Community Involvement.
- The 5 judges will determine the winner of each of the categories that do not include the following: Small Business of the Year, Large Business of the Year, New Business of the Year, and Business Person of the Year.
- For the purposes of the 2016 BEA Awards, “Ottawa-East” shall have the following boundaries:
  - The Ottawa River to the north, up to and including Cumberland Village to the east, Highway 417 to the south, and Vanier Parkway–Riverside Drive to the west.

1. Anyone can nominate a person or business.
2. However, a nominee must be a member of the Orléans Chamber of Commerce in good standing except for the 4 main categories, which are open to any business within the boundaries described above.
3. It is possible to be nominated in more than one category; however, a multi-category nominee may only win in one category.
4. Past nominees may not be nominated in a category in which they have won in the previous two years. Visit www.orleanschamber.ca/pages/bea-categories to see past winners.
5. The Nominator must complete a nomination form to be received by the 2015-2015 Business Excellence Awards Committee no later than the given deadlines for each category. Please refer to the BEA Calendar on page 5 to view these deadlines.
6. The Nominator agrees to have the nomination form screened by the 2015-2016 Business Excellence Awards Committee.
7. The nominees must complete an application form and submit it to the 2015-2016 Business Excellence Awards Committee by the application deadlines listed on page 5.
8. The nominees accept, upon being nominated, that the decisions of the Business Excellence Awards are final and cannot be appealed. Three finalists shall be named per category.
9. A nominated person, business, or organization agrees to participate in the selection process established by the Committee, as described in point four above.
10. A nominee may not be replaced or represented by another party at any stage of the evaluation process.
11. The finalist must provide the 2015-2016 Business Excellence Awards Committee with all material necessary for publication. This material includes photos, logos, and a maximum 100-word text description of the nominated person, business, or organization. Note that this 100-word text may be edited.
Award Categories

Public Votes

1. **Small Business of the Year**
   This award is presented to a business owned and operated in Ottawa-East having 10 or fewer full-time employees, which demonstrates a strong passion for its business, exceptional customer service and strong community involvement.

2. **Large Business of the Year**
   This award is presented to a business owned and operated in Ottawa-East having 11 or more full-time employees, which demonstrates a strong passion for its business, exceptional customer service and strong community involvement.

3. **New Business of the Year**
   This award is presented to an Ottawa-East business that started operation after January 1, 2013 and provides high quality products or services, exceptional customer service and strong community involvement.

4. **Business Person of the Year**
   This award is presented to an individual conducting business in Ottawa-East who demonstrates continual business excellence through exceptional customer service, quality and community involvement.
5. **Community or Non-Profit Organization of the Year**
This award is presented to an Ottawa-East organization that contributes to our community in an exceptional manner through outstanding community service and charitable work.

6. **Professional of the Year - Financial**
This award is presented to an accountant, financial planner or wealth manager in Ottawa-East who provides excellent service and displays strong values and a high degree of professionalism.

7. **Healthcare and Wellness Professional of the Year**
This award is presented to a Health Care and Wellness Professional in Ottawa-East who has maintained a high degree of professional integrity and worked tirelessly to improve the health of Ottawa-East residents. Doctors, dentists, optometrists, chiropractors, registered massage therapists, psychologists, psychiatrists and physiotherapists all belong to this category.

These occupations are listed as examples only. Voters are welcome to nominate any business they feel should be Healthcare and Wellness Professional of the Year.

8. **Professional of the Year – Non-Financial**
This award is presented to an engineer, lawyer or architect working and/or living in Ottawa-East who provides excellent service and displays strong values and a high degree of professionalism.

Voters are welcome to nominate another professional who they feel fits this category provided that the individual (i) does not fit within the categories of Professional of the Year - Financial or Healthcare and Wellness Professional of the Year, (ii) holds a university degree in his—or her—chosen field and (iii) is required to maintain a professional license.

9. **Realtor of the Year**
This award is presented to a licensed real estate agent working and/or living in Ottawa-East who has demonstrated a high degree of success and who is respected for their work ethic and high level of customer service.
10. **Restaurant of the Year**
This award is presented to a restaurant in Ottawa-East (eat-in or take out) that shows excellence in quality of food, service, and management.

11. **Retail Business of the Year**
This award is presented to a retail store in Ottawa-East that provides high quality products and demonstrates outstanding customer service. A retail store is one whose primary focus is on the selling of goods or merchandise.

12. **Service Business of the Year**
This award is presented to an Ottawa-East business that provides a high quality personal or business service. A service business is one where the primary focus is providing a service, with the sale of products being secondary. Examples of a service business include mortgage brokers, insurance agents and brokers, automotive repair, landscaping, hair salon or spa, home improvement contractor, etc.

These service categories are listed as examples only, and voters are welcome to nominate any business they feel should be Service Business of the Year.

13. **Arts, Recreation and Leisure Business of the Year**
This award is presented to a business owned and operated in Ottawa-East that provides high quality services, facilities and programs in the area of arts, recreation or leisure. Examples of an arts, recreation or leisure business include a fitness facility, personal trainer, martial arts school, golf club, music school, arts program, dance school, etc.

These categories are listed as examples only and voters are welcome to nominate any business they feel should be Arts, Recreation and Leisure Business of the Year.
Nomination Form

This form gives the judges a quick overview of the nominee. Only one name per nomination is permitted. If you wish to nominate a second person, do so using a second form. Please submit this completed form to contact@orleanschamber.ca as a .PDF file or by mail to Orléans Chamber of Commerce, 255 Centrum Blvd., Room 217W (Mailbox #4), Orléans, ON K1E 3W3. Refer to BEA Calendar for nomination deadlines.

PLEASE CHECK ONE CATEGORY PER FORM

☐ Business Person of the Year
☐ Small Business of the Year
☐ Large Business of the Year
☐ New Business of the Year
☐ Community or Non-Profit Organization of the Year
☐ Professional of the Year – Financial
☐ Professional of the Year – Non-Financial
☐ Healthcare and Wellness Professional of the Year
☐ Realtor of the Year
☐ Restaurant of the Year
☐ Retail Business of the Year
☐ Service Business of the Year
☐ Arts, Recreation and Leisure Business of the Year

Name of nominee: _____________________________________________________________________
Gender: ☐ Male ☐ Female
Business owner or employee: ☐ Business Owner ☐ Employee
Work phone #: _____________________ Cell #: _____________________
Email address: _____________________________________________________________
Company name: __________________________________________________________
Company mailing address: _________________________________________________
City: _______________________________ Province: ______ Postal Code: ___________
Company website: _________________________________________________________

How long has the company been in operation? 1-5 years 6-10 years 10+ years
How many people are employed with this company? Self-employed 2-10 10+
What industry does the company work in? _______________________________________
Your name and job title: _______________________________________________________
Your company name: _________________________________________________________
Your work phone #: _________________________________________________________
Email address: _____________________________________________________________