



BUSINESS AWARDS

NOMINATION KIT

EVENT PATRON



WEYBURN CO-OP

GENERAL INFORMATION

The **Weyburn WEYBEX AWARDS** are open to businesses, organizations and individuals, in the City of Weyburn and the immediate area. Nominees may submit their own nomination or a third party may submit the nomination. All nominations must include signed consent of the nominee. Nomination forms are enclosed in this package or are available at the Weyburn Chamber of Commerce office.

Membership in the Weyburn Chamber of Commerce is not mandatory to participate in this awards program.

The nominator may submit a nomination in any or all categories from the following six WEYBEX Categories:

<u>CATEGORY</u>	<u>SPONSOR</u>
◆ <i>Business of the Year – Patron Sponsor</i>	<i>Weyburn Co-op</i>
◆ <i>Business Leader of the Year</i>	<i>Cenovus Energy</i>
◆ <i>Golden Service</i>	<i>Cogent Business Consulting</i>
◆ <i>Community Involvement</i>	<i>Sask Energy</i>
◆ <i>New or Expanded Business</i>	<i>Sunrise Community Futures</i>
◆ <i>Business Hall of Fame</i>	<i>New Age Electronics</i>

Business of the Year Award will be selected from **all** nominations excluding Business Hall of Fame.

A nominee may be nominated in more than one category, but may only win in **ONE** category. Also, a nominee may not win in the same category for 2 consecutive years, but this does not preclude winning in different categories in consecutive years. Sponsors of particular categories as well as members of the WEYBEX committee may be nominated in any category, however it will be their decision on whether or not they wish to let their name stand.

The Judging Committee at the request of the nominee will bring forward past nominations (from the previous Weybex Awards only) in specific categories for consideration in the current year subject to the nominees approval and meeting the category criteria.

The Judging Committee reserves the right to re-assign a nomination into a more appropriate category in order to avoid possible disqualification.

STEP 1 Complete the nomination in typewritten form corresponding to the category or categories you have chosen to enter. **There are separate nomination forms for each category.** Have the nominee review the completed nomination form, and agree to its content and submission by signing the consent portion. If there is insufficient space on the nomination form for all your comments, please provide attachments. We ask that you limit your comments to not more than one page ensuring that they remain factual, focused and specific to the category of the nomination. Enclose any additional materials you feel are pertinent (e.g. documents, photos, news clips) and please identify if you wish these to be returned.

STEP 2 **Return the completed forms before Noon, April 16, 2010:**

By mail to: WEYBEX Committee
11 3rd Street NE
Weyburn, SK S4H 0W5
“CONFIDENTIAL”

STEP 3 All nominations will be reviewed by the WEYBEX Selection Committee comprised of local individuals who shall remain anonymous. In occasions of conflict of interest, judges will refrain from voting.

Any information you provide will remain confidential.

Winners will be selected from a maximum of 3 finalists in each category, and up to 3 winners will be selected from a maximum of 6 finalists in the Business Hall of Fame.

The awards ceremony will be held at McKenna Hall June 11, 2010. **For further information please contact the Weyburn Chamber of Commerce, or any member of the Weyburn WEYBEX Awards Committee:**

Jeff Richards, Weyburn Chamber of Commerce	842-4738
Twila Walkeden, Cenovus Energy	848-3360
Rhonda Hillstead, Cogent Business Consulting	842-8123
Brent Allin, Access Communications	842-0320
Jeff Chessal, New Age Electronics	848-3677
Ted Hillstead, Cogent Business Consulting	842-8123

2010 WEYBEX Awards

BUSINESS OF THE YEAR

Sponsored by



Weyburn Co-op Association

Recipient will be selected from all nominations in all categories except Business Hall of Fame. Individual nominations for Business of the Year will not be solicited.

Open to all businesses that have operated in Weyburn for at least 3 years as of December 31, 2009. To be awarded to the business that exemplifies the entrepreneurial spirit and has demonstrated outstanding achievement and commitment to excellence and quality in their field. Candidates will be judged according to growth, use of capital investment, exports, job creation, stability, and community involvement.

2010 WEYBEX AWARD

Confidential

COMMUNITY INVOLVEMENT



Sponsored by: **SaskEnergy**

Please note that any information contained in Questions No.1 to 6 will be made available to the **WEYBEX Selection Committee** for their consideration.

To be awarded to the business that demonstrates outstanding performance in its contribution to recreation, amateur sports, arts and culture, education, charitable or non-profit groups and business development/promotion of the city, through time and/or financial support. Judging will take into account relative size of the business.

Name of Business: _____
Mailing Address: _____
Street Address: _____
Start Date of Business: _____

1. Describe the business' involvement during the most recent fiscal year in the following fields; include arts and culture, recreation and amateur sports, volunteer community and charitable groups.

2. a) Estimated volunteer hours expended by employees/employer on behalf of the Business?

2009 _____ 2008 _____ 2007 _____

Number of Full-Time Staff _____ Number of Part-Time Staff _____

2. b) What other goods and services were provided over the past year?

3. Does the business have a defined objective or policy in the area of community involvement? Describe briefly.

4. Are members of the staff encouraged to take an active part in community activities during working hours or non-work hours?

5. How does the business encourage its employees to get involved in these activities?

6. Comments from the nominator:
Why do you feel this business merits nomination for this WEYBEX award?

If the response space provided is insufficient, please attach any additional information that will support the nomination.

2010 WEYBEX Awards

Confidential

NEW AND/OR EXPANDED BUSINESS



Sponsored by: **Sunrise Community Futures**

Please note that any information contained in questions No. 1 through 5 will be made available to the **WEYBEX Selection Committee** for their consideration.

To be awarded to a business that was established or expanded within the past 2 years and has demonstrated exceptional performance in terms of expansion into a new product, service, or line of business, or the creation of new markets and/or jobs. Judging will take into account relative size of the business.

Name of Business: _____
Mailing Address: _____
Street Address: _____
Start Date of Business: _____

1. What were the business' original goals and objectives? Please explain how they have been met.

2. What are the strengths of the new or expanded business?

3. Total number of full-time employees for the last three years?

_____ 2009 _____ 2008 _____ 2007

Total number of part-time employees for the last three years?

_____ 2009 _____ 2008 _____ 2007

2010 WEYBEX Awards

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GOLDEN SERVICE



Sponsored by: Cogent Business Consulting

Please note that any information contained in Questions No. 1 through 4 will be made available to the WEYBEX Selections Committee for their consideration.

This award recognizes a business dedicated to customer satisfaction that consistently demonstrates excellence in the delivery of its products, services and/or hospitality. Criteria will examine services offered by the business, and training programs offered for staff and management. Judging will take into account relative size of the business.

Name of Business: _____

Mailing Address: _____

Street Address: _____

Start Date of Business: _____

1. What are the services offered by the business? Since when?

2. What is distinctive about the quality of services offered by the business?

3. Are training programs utilized for staff? Describe them in brief (length, cost, participants, etc.)

Number of Full-Time Staff _____ Number of Part-Time Staff _____

4. Comments from the nominator:

Why do you feel this business merits nomination for this WEYBEX Award?

If the response space provided is insufficient, please attach any additional information that will support the nomination.

Please enclose any documents, brochures, photos, folders and/or annual reports that the business has published describing its activities, success and interests.

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IMPORTANT! Information below MUST be completed for your nomination to qualify.

(Please Print)

Name : _____

Date _____

Nominator

Employer/Position

Signature of Nominator

Telephone:

Bus: () _____ - _____

Res: () _____ - _____

Fax No. () _____ - _____

I hereby consent to this nomination and concur with all information contained within:

(Please Print)

Name : _____

Date _____

Nominee

Signature of Nominee

Telephone:

Bus: () _____ - _____

Res: () _____ - _____

Fax No. () _____ - _____

2010 WEYBEX Awards

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BUSINESS LEADER



Sponsored by: Cenovus Energy

Please note that any information contained in the following questions will be made available to the WEYBEX Selection Committee for their consideration.

Awarded to an individual who exemplifies the qualities of the business visionary. The business leader takes a vision and turns it into a profitable reality. Emphasis will be given to outstanding leadership, ethical business practices, and a record of outstanding corporate citizenship.

Name of Individual: _____

Mailing Address: _____

Street Address: _____

1. Describe why you feel this nominee deserves the WEYBEX award for Business Leader of the Year. Please give specific examples of where the nominee's vision has resulted in positive changes for the company they are a part of.

2. Describe what initiatives the candidate spearheaded to increase the company's profitability, revenue, and ability to expand and hire new employees.

3. Illustrate how the candidate has executed business plans and systems to achieve and maintain a customer-centric organization.

4. What do you believe motivates this nominee or has influenced them to serve as a leader in the community?

5. Describe civic and professional involvement of the nominee. Please note time frames.

6. Describe additional awards, honours, and/or accomplishments of the nominee.

2010 WEYBEX Awards

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BUSINESS HALL OF FAME



Sponsored by: New Age Electronics

Please note that any information contained in Questions No. 1 through 3 will be made available to the WEYBEX Selection Committee for their consideration.

This award is designed to recognize pioneer and corner stone business leaders who have demonstrated excellence over an extended period of time and whose business has contributed to the economic well-being of Weyburn and immediate area. The business must have been in continuous operation for at least fifteen (15) years, but does not need to be currently operating in order to be eligible. An individual that has owned/operated several businesses over a minimum of 15 consecutive years will also be eligible.

Names of winners of this one time award will remain in perpetuity in the Business Hall of Fame. Once a candidate has won this honor, they cannot be nominated again in this category in subsequent years.

Name of Business/Individual: _____

Mailing Address: _____

Street Address: _____

Start Date of Business: _____

1. Business Background:

- a) Briefly describe the activities of the business (or individual) and the industry sector to which it belongs or belonged.

b) All nominee businesses must have been in operation in Weyburn a minimum of 15 consecutive years. In what period has this business operated?

c) Please identify the current owner(s) of the business.

d) Has the business changed its name/ownership over the years? Please list names/owner, approximate year(s); or has the individual operated numerous businesses in Weyburn? (Names/dates)

2. To what do you attribute the longevity and success of the nominee's business in Weyburn and the immediate area?

3. Comments from the nominator:
Why do you feel this business merits nomination for this WEYBEX Award?

If the response space provided is insufficient, please attach any additional information that will support the nomination.

Please enclose any documents, brochures, photos, folders and/or annual reports that the business has published describing its activities, success and interests.

Deadline for submitting nominations is April 16, 2010.

IMPORTANT! Information below MUST be completed for your nomination to qualify.

(Please Print)

Name : _____

_____ *Date*

_____ *Nominator*

_____ *Employer/Position*

Signature of Nominator

Telephone:

Bus: () ____ - _____

Res: () ____ - _____

Fax No. () ____ - _____

I hereby consent to this nomination and concur with all information contained within:

(Please Print)

Name : _____

_____ *Date*

_____ *Nominee*

Signature of Nominee

Telephone:

Bus: () ____ - _____

Res: () ____ - _____

Fax No. () ____ - _____