

Charleston Area Chamber of Commerce

SMALL BUSINESS OF THE YEAR AWARD



Sponsored by The SEED Center at Eastern Illinois University

The Charleston Area Chamber of Commerce Small Business of the Year Award was created to recognize and honor businesses who have demonstrated the “best practices” of entrepreneurship, professional excellence and community service.

The following criteria will be used to evaluate and judge nominations for the award.

CRITERIA FOR SELECTION:

- ◆ Must be a for-profit or not-for-profit business headquartered in Coles County
- ◆ Must be financially stable and operational for a minimum of three years
- ◆ Must have been a member of the Charleston Area Chamber of Commerce for at least one year at the time the award is presented
- ◆ Must have evidence of revenue and/or job growth, including sound business strategies and practices
- ◆ Must provide examples or programs aimed at valuing customer service and how customer satisfaction is measured
- ◆ Must show initiative aimed at employee retention and satisfaction
- ◆ Must show evidence of unique and innovative approaches to business challenges
- ◆ Must show proof of involvement and/or contributions in the community and/or Chamber related programs
- ◆ Must provide details of previous professional awards, recognitions, commendations or ratings including those from peers and/or business associates

SUBMISSION INSTRUCTIONS:

- ◆ Attach any documentation, letters of support, testimonials, previous awards and other recognitions, etc. to support the nomination based on the criteria for selection.
- ◆ Attach the form below with the nomination. Incomplete nominations will not be considered.
- ◆ Submit the nomination by the deadline listed below.

The award will be presented to the recipient at the Chamber Annual Dinner on January 27, 2018.

Business Nominee _____

Contact _____ Title _____

Address _____ City _____ State/Zip _____

Phone _____ Email _____

Nominated by _____ Phone _____

Nominator's Business _____



Nomination forms must be received no later than 3 PM on Friday, December 8, 2017.
Send forms to Charleston Area Chamber of Commerce,
P.O. Box 77, Charleston, IL 61920. Fax: 217-345-7042
Email: cacc@charlestonchamber.com