**Section A**

|  |  |
| --- | --- |
| **Contact Person for the business:** |  |
| **Physical Home Address:** |  |
| **Physical Business Address:** |  |
| **Contact Numbers:** | (h) |
| (w) |
| (c) |
| **Email address:** |  |
| **Registered business name:** |  |
| **Registration business number:** |  |
| **Trading Name:** |  |
| **Business Type:** | Pty (Ltd) CC SP Partner    Co-operative  Social Entrepreneur:  If Yes, name the business entity (e.g. NGO or NPO)  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Are you in possession of a Valid Tax Clearance Certificate** | Yes No |
| **Are you in possession of a BEE Certificate** | Yes No |

**Section B**

**Background**

|  |  |
| --- | --- |
| **In which year was your business registered with CIPC?**  **If the business is a Sole Proprietor, in which year was it registered with SARS?** |  |
| **Provide a short description of the core functions of your business** | |
|  | |
| **In which specific sector (e.g. Manufacturing) does your business operate?** |  |
| **Expressed as a percentage, what is the ownership structure of your business? (E.g. 80% owned by you and 20% by another entity or person)** |  |

**Section C**

**Financial and Organisational Performance**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Financial**  **performance** | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Year** | **2009** | **2010** | **2011** | **2012** | | **Turnover** |  |  |  |  | | **Cost** |  |  |  |  | | **Profit before Tax & Interest** |  |  |  |  | |
| **Number of Employees** | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Year** | **2009** | **2010** | **2011** | **2012** | | **Full-Time Employees** |  |  |  |  | | **Part-Time Employees** |  |  |  |  | |

**Section D: Judging Criteria**

**Below find category, mark which category to be evaluated on**

|  |  |
| --- | --- |
| **Tick the relevant category:** | **Category** |
|  | Emerging business |
|  | Established business |
|  | Co-operatives |
|  | Social enterprises |
|  | Export Business |
|  | Best Student Idea |

Please provide the following as supporting documentation to your application:

* One page motivation for your application
* Two written business testimonials (signed and on respective letterheads)

\**please attach these to the application form*

**Section E**

|  |
| --- |
| **ENTRANT’S DECLARATION & AUTHORITY TO USE INFORMATION:**  **I ACKNOWLEDGE THAT:**  The information contained in this form constitutes my application. If my business is selected as a finalist, I will be required to provide additional information for the awards adjudication and presentation.  The judges may take any factors that they consider relevant into account in reaching a decision. I am prepared to provide financial statements to be judged.  The information I provide will be collected and used by the Department of Economic Development and Tourism (DEDAT) for purposes connected with the administration and marketing purposes of the Western Cape Provincial Entrepreneurship Recognition Awards and for research and development.  I hereby authorise the use and public release of my full name…………………………………………., my business name ……………………………………………………………. and such other information, supplied by me in connection with my submission, as the Department may deem necessary to achieve the purpose set out above.  **BUSINESS INFORMATION:**  Additional personal and/or business information will be collected by DEDAT and the service provider appointed to co-ordinate the adjudication process. I understand that if I do not provide the requested information, I will not be eligible to enter the awards.  **ADJUDICATION PROCEDURES**  An independent professional adjudicator will be appointed to co-ordinate the adjudication process in a fair and transparent manner.  Entrants are short-listed according to criteria rating. The appointed service provider will conduct site visits where information will be required. The decision of the Adjudication Committee is final and not subject to appeal.  **CONFIDENTIALITY**  All information shall be handled with the necessary confidentiality and care, subject to the Department’s right to publish information about the winning entrants as set out hereinbefore.  **I DECLARE THAT:**  The information I have provided in this application is true and correct. If it is found that such information is not true or is deliberately misleading, the nominee will be disqualified.  I have read and consent to the content of this declaration and authority.    ……………………………... ……………………………… ………………  **Name Signed Date**  **Position in Company…………………………………………………………….**  **Company’s name………………………………………………………………………..** |