

# London Excellence Awards 2009

## Application Form



Please complete this form and return by email attachment to [awards@london-excellence.org.uk](mailto:awards@london-excellence.org.uk)  
**Applications must be received by Mon 2<sup>nd</sup> March 2009**

**I would like to apply for the following award categories:**

- |  |   |
|--|---|
| Results focus <input type="checkbox"/>             | People involvement and development <input type="checkbox"/> |
| Customer focus <input type="checkbox"/>            | Innovation and learning <input type="checkbox"/>            |
| Leadership <input type="checkbox"/>                | Making partnerships work <input type="checkbox"/>           |
| Management systems <input type="checkbox"/>        | Corporate social responsibility <input type="checkbox"/>    |
| Ambassadors' Blue Riband* <input type="checkbox"/> |   |

Small Business (25 staff or less)  Small Business Award entry fee is £95+vat

All other categories: £395+vat

**Proforma:** The proforma to be completed for each category can be downloaded from the AWARDS 2009 page of the London Excellence website at [www.london-excellence.org.uk](http://www.london-excellence.org.uk).

**The completed proforma must be returned by Fri 20<sup>th</sup> March 2009.**

### Applicant Details:

Name:	<input type="text"/>	Address:	<input type="text"/>
Organisation:	<input type="text"/>		<input type="text"/>
Position:	<input type="text"/>	Postcode:	<input type="text"/>
Telephone:	<input type="text"/>	Mobile:	<input type="text"/>
Email:	<input type="text"/>		

### Organisation Details:

*If your application is for a department, division or project within a larger organisation, please enter dept etc details:*

Number of Staff:  Number of Locations:  Type: Public  Private  Not for profit

Number of staff in parent organisation (where applicable)

What your organisation does: \_\_\_\_\_

Where did you hear about the awards? Best Practice Club

Other (please specify)  \_\_\_\_\_

By completing and returning this form you are entering for the categories indicated and the full fee will be payable. An invoice will be sent by return. **Any withdrawals must be notified before Mon 2<sup>nd</sup> March 2009 and no refunds can be made after this date. Note: Refunds prior to this date will be subject to an administration fee of £100+vat.** (£75+vat for small business entries)

**Please note: The Board of London Excellence reserve the right to disqualify any applicant at any time should matters come to light that, in their judgement, could bring the London Excellence Awards into disrepute. No refund of fees will be made (except prior to the closing date of Mon 2<sup>nd</sup> March).**

Name / Signed: \_\_\_\_\_ (receipt by email will be taken to imply your signature)

Position: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_

### 2009 Diversity Monitoring:

For reasons of monitoring the diversity of our applications we would be grateful if you could provide the following information. This will not mandatory; it will not be passed on to the Assessors and will not affect your application:

Please tick if your business is mainly owned / managed by: Women  Black or minority ethnic

**Please Note:** We strongly recommend that the person responsible for writing the proforma should attend assessor training. Dates for assessor training are shown on our website. Assessment provides a management development experience that is unrivalled in terms of value for money. If you are applying it is still possible to act as an assessor in a different category.

For more information, please contact us on 020 8405 5064 or by email to [awards@london-excellence.org.uk](mailto:awards@london-excellence.org.uk).

\* Please see additional guidance; the Ambassadors' Blue Riband requires pre-qualification.  
 Please see the relevant proforma or ask for details prior to application

The London Excellence Awards 2009 are endorsed by the Best Practice Club and presented in collaboration with the Chartered Quality Institute

