



2010 Small Business of the Year  
Nomination Form

Date: \_\_\_\_\_

Official Name of Business Being Nominated:  
\_\_\_\_\_

Category (Service, Professional, Retail, Other):  
\_\_\_\_\_

Business Mailing Address:  
\_\_\_\_\_

Location (if different):  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name and phone number of Person(s) Submitting Nomination:  
\_\_\_\_\_

Nominator's Relationship to Business (Customer, Friend, Employee, Other):  
\_\_\_\_\_

\*\*\*\*\*

**When making a nomination, please consider the judging criteria, complete the information requested above, and return your nomination to the Chamber of Commerce Small Business Committee by September 3, 2010. The committee will then contact the nominee to request a completed application that shall include the required judging criteria.**

# Small Business of the Year Judging Criteria

1. **Business:** Nominee must be a for profit only business. Nominee must be an active member in good standing with the Bainbridge-Decatur County Chamber of Commerce and in business for a minimum of **3 years**.
2. **Small Business** Nominee must employ fewer than 50 full time equivalent employees. Two part time employees are considered as one full time employee.
3. **Location:** Nominee must be located in Decatur County.
4. **Core Values, Goals and Mission:** Nominee should articulate the core values, goals, and mission of the business in a concise and visible manner.
5. **Innovativeness of Products and/or Services Offered:** Nominee should show evidence of creativity and imagination through the products and/or services offered by the business.
6. **Image:**  
To be eligible, a business must project a positive image from the standpoint of its physical appearance. Additionally, the business and its management must exemplify quality, and its business dealings and reputation must be above reproach and of the highest caliber. The business must provide its employees with a good working environment while continuing to make Decatur County a better place to live.
7. **Employee Growth and Staying Power:** Nominee should show business stability and growth through employee expansion and business history. Nominee should substantiate claims of success due to innovative strategies with regards to employee recruitment, retention, and rewards. Nominee should also substantiate any claims of innovativeness with regards to acquiring and retaining its customer base.
8. **Contributions to the Community:** Documentation should show that the nominee has donated the resources of their business (time, talent, monetary donations, etc.) to the community via projects, clubs, etc. Examples of employees representing the business and acting on behalf of the nominee may be included.

***Judging Criteria by Scale***

Nominee's Business Name: \_\_\_\_\_

1. Business: Nominee must be a for profit business. Nominee must be a member in good standing of the Bainbridge–Decatur County Chamber of Commerce: \_\_\_\_\_ (5 points)

2. Small Business: Nominee must employ less than 50 full time equivalent employees: \_\_\_\_\_ (5 points)

3. Location: Nominee must be located inside Decatur County: \_\_\_\_\_ (5 points)

4. Core Values, Goals and Mission:  
Nominee should articulate the core values, goals, and mission of the business in a concise and clear manner.  
0      3      6      9      12      15      18      21: \_\_\_\_\_

5. Innovativeness of Products and/or Services Offered:  
Nominee should show evidence of creativity and imagination through the products and/or services offered by the business.  
0      3      6      9      12      15      18      21: \_\_\_\_\_

6. Image:  
To be eligible, a business must project a positive image from the standpoint of its physical appearance. Additionally, the business and its management must exemplify quality, and its business dealings and reputation must be above reproach and of the highest caliber. The business must provide its employees with a good working environment while continuing to make Decatur County a better place to live.  
0      3      6      9      12      15      18      21: \_\_\_\_\_

7. Employee Growth and Staying Power:  
Nominee should show business stability and growth through employee expansion and business history. Nominee should substantiate claims of success due to innovative strategies with regards to employee recruitment, retention, and rewards. Nominee should also substantiate any claims of innovativeness with regards to acquiring and retaining its customer base.  
0      3      6      9      12      15      18      21: \_\_\_\_\_

8. Contributions to the Community:  
Documentation should show that the nominee has donated the resources of the business (time, talent, monetary donations, etc.) to the community via projects, clubs, etc. Examples of employees representing the business and acting on behalf of the nominee may be included.  
0      3      6      9      12      15      18      21: \_\_\_\_\_

**TOTAL = \_\_\_\_\_ / 120**