



NOMINATION GUIDELINES
Small Business of the Year
(25 employees or less)

Nomination Deadline: November 17, 2017

The Small Business of the Year Award was designed to recognize a small business in Charles County that exemplifies high standards of ethics and business enterprise within the County. The business must be a Charles County Chamber member in good standing and may not nominate itself. Officials responsible for this award are not eligible for nomination.

*Please take a moment and write a brief statement or letter of nomination that conveys your reasons for nominating this business for the Award. NOTE: Please make specific comments to the best of your ability and knowledge. You **MUST** utilize at least 5 of the 8 points of interest listed below and may expand your nomination to include other areas of interest in your nomination statement/letter. Feel free to contact the Chamber staff for questions or concerns about this form or assistance with your nomination.*

NOMINATED BUSINESS: _____

(Note: Nominee must be a Chamber member.)

Your nomination letter **MUST** include at least 5 of the 8 following points of interest:

1. “Staying Power” of at least four years.
2. Demonstrated revenue growth.
3. Demonstrated job creation.
4. Has been recognized for excellence within their industry.
5. Innovative and creative with product, customer service, management technique, staff development, marketing, etc.
6. Demonstrates imaginative ability to keep the business competitive.
7. Contributes to community oriented projects such as service to boards, charities, mentoring, scholarships, etc.
8. Contributor and active member of the Chamber.

Respectfully submitted by: _____ Date: _____

Company affiliation: _____

Phone Number: _____ Email: _____

All nominations are due by November 17, 2017

Mail to: Charles County Chamber of Commerce 101 Centennial Street,
Suite A, La Plata, MD 20646 Phone: 301-932-6500/870-3089

Fax: 301-932-3945 Or **Email:** bburian@charlescountychamber.org