

**Enterprising Women Awards 2025 Application Guidelines**

Thank you for showing interest in entering the East Midlands Chamber (Derbyshire, Leicestershire, Nottinghamshire) Enterprising Women 2025 Awards.

Before completing your application form, please read these entry guidelines carefully. Failure to do so may result in an invalid entry.

Qualifying:

* The Chamber’s Enterprising Women Awards 2025 are only open to members of East Midlands Chamber (Derbyshire, Leicestershire, Nottinghamshire).
* Applicants must be authorised to enter their organisation into the awards programme.
* A maximum of two categories per individual entrant can be entered.
* Where applicable, some categories have their own criteria indicated on the application form – for example, Enterprising Women Apprentice of the Year, and Enterprising Women Lifetime Achievement.
* Any entrant wanting support or advice in completing their award application, should contact the Chamber Enterprising Women team via email at events@emc-dnl.co.uk
* Please be aware where indicated in the entry form an overview will be taken and shared with the Chamber’s Marketing Department. This will be used in marketing activities such as event programmes. Please make sure you are entirely happy with the content when submitting the entry as the Chamber will not be responsible for correcting errors.

Entering:

* The deadline for entries is **5pm on 11 April 2025**
* All entries will be acknowledged on receipt (proof of sending entry is not proof of receipt).
* Please ensure that all submitted entries are final. The Chamber will not check applications for completeness or validity.
* The Chamber reserves the right to withdraw an award from any applicant supplying false information within their entry.
* Entries are treated in confidence but will be shared with a select group of individuals for judging purposes.
* Please note the maximum word count for any entry is 2,000 words (except for the Lifetime Achievement Award which has 1,500-word limit). This word count limit does NOT include the questions or administrative information. If your entry exceeds this word count it could be disqualified by the judges.
* Entries must be sent electronically via email to events@emc-dnl.co.uk as a Microsoft Word document or PDF.
* Supporting information is not permitted unless it forms part of the entry document, e.g. testimonials. A maximum of 2 insertions (e.g. tables, graphs or photos) may be included within the entry form.
* Please be aware that any web links used within your entry will not be activated by the judges. Supplementary information may be requested, and entrants may be asked for staff or customer testimonials.

Shortlisting Process

* All applications are shortlisted by the category sponsor.
* Their decision is final, and no further correspondence will be entered into.
* The finalists of all categories (with the exception of Enterprising Women Lifetime Achievement) will be announced in May 2025 at the Enterprising Women Finalist Announcement Event.
* Finalists will then be contacted to share their judging appointment.

Judging Process

* All finalists will be invited to take part in a virtual judging session which will allow each finalist a strict 10-minute appointment to meet with category sponsors and judges.
* This date has provisionally been set as 10 June 2025 but will be confirmed following the finalist announcements.
* Finalists will be allocated an appointment time. These will be set, and it will not be possible to reschedule.
* If you cannot attend the appointment, it will be possible to submit a video up to 10 minutes long that would be played during your appointment time. Further details of this will be shared with appointment times.

Awards Ceremony

* Winners will be announced at the Enterprising Women Awards ceremony on Friday 26th September 2025.
* More details of this evening, including location, are still to be announced.