

Nominee Information

Nominee Company

Name

Company Address

Phone

Website

Email

Nominated By (if applicable)

Phone/Email



Nomination *deadline*: Sept. 9, 2026

Categories

Please choose one category per nominee.

- 1. **Surrey Business Excellence: 1-10 Employees**
In operation 3+ years. Number of employees is based on equivalent full-time employees and/or contractors.
- 2. **Surrey Business Excellence: 11-40 Employees**
In operation 3+ years. Number of employees is based on equivalent full-time employees and/or contractors.
- 3. **Surrey Business Excellence: 41+ Employees**
In operation 3+ years. Number of employees is based on equivalent full-time employees and/or contractors.
- 4. **White Rock Business Excellence**
In operation 3+ years.
- 5. **Not-for-Profit of the Year**
In operation 3+ years.
- 6. **Business Person of the Year**
Must demonstrate an impact on Surrey and/or White Rock.
- 7. **New Business of the Year**
Must have been in operation for a minimum of 6 months up to 3 years. Must be a new business and may not be previously operating anywhere (ie: no franchises, re-purchased businesses, new locations).
- 8. **Young Entrepreneur of the Year**
Must be 35 years old or younger, and own a Surrey or White Rock-based business.

The Surrey & White Rock Board of Trade reserves the right to assign the nomination to an alternate category.

Criteria

- The business premises must be located in Surrey/White Rock and hold a current Surrey/White Rock business license.
- Previous winners in a particular category are ineligible for 3 years following the year in which they won.
- An organization may only be represented in one category.
- Applications must be completed to be accepted, including the financial health letter and business license.
- Elected officials and candidates are not eligible to apply.

This application must be signed and submitted with the category questions answered in a separate document, along with a financial health letter and your business license.

*A **Corporate Social Responsibility Award** will also be presented at the awards gala, selected from the finalists of categories 1-4 and 7. Corporate Social Responsibility recognizes how important social responsibility is to their customers and to their business philosophy through environmental efforts, philanthropy, ethical labour practices and volunteering.

Questions

All questions for your selected category must be answered for your application to be considered by the judges. The information provided in response to the following questions provides the basis on which finalists are determined. Please respond to these questions as clearly and completely as possible, in order to give the judging panel the best information on which to base their initial decisions.

Business Excellence Award (*categories 1-4*)

1. BUSINESS PROFILE

- a) What year was the business founded?
- b) What is the legal structure of your business (partnership, proprietorship, private company, public company)?
- c) Please indicate the number of full time equivalent (FTE) staff and contractors you employ to run your business. If using contractors, please specify the roles that they fill. For assistance in calculating the FTE of your workers, [please click here](#).
- d) Describe the business. This profile may be used in the awards ceremony (maximum 150 words).

2. LEADERSHIP

Describe how the senior leader(s) guides the business and reviews operational performance.

3. STRATEGY DEVELOPMENT & PLANNING

Provide details of short-term (1-2 years) and long-term (3-5 years) business plans, with areas of recent business growth.

4. CUSTOMER FOCUS & MARKET KNOWLEDGE

- a) Innovation is defined as the introduction of a new business or marketing strategy, product or service. In what ways has innovation been used in the business?
- b) Markets: What and where are the business' major markets (locally, nationally or internationally)? Provide details of expansion plans, if any.
- c) Customers: Describe the business' commitment to customers and to the community. List customer testimonials/awards.

5. EMPLOYEE LEARNING & PEOPLE FOCUS

How does the business support employee career growth and provide a healthy working environment for its employees?

6. BUSINESS MANAGEMENT

- a) What are the key performance measures or indicators (strategic plan) for the ongoing control and improvement of the business? Describe business results.
- b) Describe how the business practice Corporate Social Responsibility.

7. SUPPLIER & PARTNER FOCUS

Describe how the business identifies, selects, and manages its supplier and partner relationships.

Not-for-Profit of the Year Award (*category 5*)

1. ORGANIZATION PROFILE

- a) What year was the organization founded?
- b) Describe the organization with its mandate, indicated the number of full-time employees and volunteers.
- c) What is the source of funding for this organization?
- d) Please indicate the organization's charitable number and/or not-for-profit license number.

2. LEADERSHIP

- a) Describe how the Board of Directors and Executive Director/CEO establish the organization's mandate, vision/mission, and associated strategic priorities. Indicate who is involved.
- b) How is progress monitored and evaluated?

3. BOARD DEVELOPMENT & PLANNING

- a) What is the organization's board governance model or style (policy-governance board; policy board; working/administrative board; collective)?
- b) How does the Board implement Board Development activities?

4. CLIENT FOCUS & MARKET KNOWLEDGE

- a) Innovation for this category is defined as the introduction of a new fundraiser or event, strategy or client program. In what ways has innovation been used in the organization?
- b) Describe the organization's commitment to clients and provide examples of client testimonials/awards.
- c) Describe how the organization practices Corporate Social Responsibility.

5. EMPLOYEES

How does the organization support employee development and provide a healthy working environment?

6. VOLUNTEERS

How does the organization recruit, motivate, and recognize volunteers?

7. SUPPLIER & PARTNER FOCUS

Describe how the business identifies, selects, and manages its supplier and partners (goods in-kind or donations).

8. OVERALL PERFORMANCE

- a) Results: Describe the organization's results (ie: achieving a professional designation or fundraising successes).
- b) Why does this organization deserve to win this award?

Business Person of the Year Award (*category 6*)

1. Provide a background of the business person.
 2. How does the business person display leadership and visionary skills?
 3. Describe how the business person is involved in the community.
 4. How does the business person act as a role model to staff?
 5. Innovation is defined as the introduction of a new business or marketing strategy, product or service. In what ways has innovation been used in the nominee's business?
 6. What are the successes of the business person?
 7. Why does this business person deserve to receive this award?
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New Business of the Year Award (*category 7*)

1. When was the business founded? Describe prior history of the business owner(s) - any transitions or work in this industry before.
 2. What is the legal structure of the business (partnership, proprietorships, private company, public company)?
 3. Describe the business. This profile may be used in the awards ceremony (maximum 150 words).
 4. Describe business results, ie: customer retention, product or service successes.
 5. Provide some details of short-term (1-2 years) and long-term (3-5 years) business plans.
 6. Provide some details about the business as they relate to the following:
 - a) How has the business supported the Surrey and/or White Rock community?
 - b) Describe how the business practices Corporate Social Responsibility.
 7. Why does this business deserve to win this award?
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Young Entrepreneur of the Year Award (*category 8*)

1. Provide the age and date of birth of the young entrepreneur.
 2. Describe the business. This profile may be used in the awards ceremony (maximum 150 words).
 3. What percentage of the business is owned by the nominee?
 4. When was the business established (month and year)?
 5. What prompted the creation of the business?
 6. Innovation is defined as the introduction of a new business or marketing strategy, product or service. In what ways has innovation been used in the nominee's business?
 7. Is the business revenue-generating? Explain.
 8. What are the long-term plans for the young entrepreneur in relation to the business?
 9. Describe business results, ie: customer retention, product or service successes.
 10. Explain how the young entrepreneur supports the community in Surrey and/or White Rock.
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How to Nominate

Anyone can nominate a business or individual for a Surrey & White Rock Business Excellence Award, and self-nominations are accepted. A Board of Trade membership is not required, although the business must have a Surrey or White Rock business license.

Submission Checklist

- Completed and signed nomination form (pages 1 and 5)
- Responses to all nomination questions for your category
- Financial health letter. [Sample available here.](#)
- Copy of your current Surrey or White Rock business license

Need help?

Rhona Doria

Events & Sponsorship Coordinator

rhona@swrbot.com

604-634-0344

Certification

I, _____, the nominee/authorized signatory, have reviewed this nomination form and am aware that some information may be used in the promotion of the 2026 Surrey & White Rock Business Excellence Awards. I confirm that the information included in this application is true, and that no artificial intelligence (AI) aids, services or programs have been used in the preparation of this application.

Signature _____

Date _____

Submit Your Application

Please submit your completed application, with all required supporting documents noted above, to one of the following:

By email: events@swrbot.com

Online: swrbot.com/events/surrey-white-rock-business-excellence-awards

Nomination *deadline*: Wednesday, September 9, 2026 by 5:00pm



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Your voice for a *thriving business community.*

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