

# North East Scotland Food & Drink Awards 2019

## ENTRY GUIDELINES

- The Awards are open to food and drink producers/manufacturers whose head office or the business itself is located within Aberdeen City, Aberdeenshire or Moray.
- The extent to which the business adds value in the north east will be considered in the judging process.
- **Retail, Foodservice, Brewed or Distilled** – up to three separate entries in each category can be made however if products are very similar these should be submitted as a range (up to three products can be entered in a range). Judging will take place on the 26 and 27 February and you will be asked to submit samples to the judging venue by the 26 February. Full delivery details will be supplied to you in advance. A company representative will be invited to meet the judges and you will be notified of your appointment slot in advance.
- **For Entrepreneur category:** Any queries regarding your entry to this category can be emailed to Charlotte.Duncan@jcca.co.uk. All entrants will be interviewed, either face-to-face or by telephone, by representatives of the Johnston Carmichael food and drink team. Four finalists will then be selected and will meet with the judges at Johnston Carmichael's office in Aberdeen on a date to be advised.
- **For Best Young Business category:** Entries will be narrowed down to a shortlist of five. If your entry reaches the final, a company representative will be invited to meet with the judges on 26 or 27 February. You will be notified of your appointment slot in advance.
- **For Innovation category:** Entries will be narrowed down to a shortlist of four or five. If your entry reaches the final, a company representative will be invited to meet the judges on 26 or 27 February. You will be notified of your appointment in advance.
- **For Export category:** Entries will be narrowed down to a shortlist of four or five. If your entry reaches the final, a company representative will be invited to meet the judges on 26 or 27 February. You will be notified of your appointment in advance.
- To enter
  - Use the specific category form to submit your entry.
  - Download the entry forms from the website at [www.nesfoodanddrinkawards.co.uk](http://www.nesfoodanddrinkawards.co.uk).
  - Entrants are solely responsible for the accuracy of the information they supply and ensuring that all questions are answered.
  - The completed entry form must be uploaded to the awards website by 5pm on Monday 28 January 2019.
  - You will be asked to upload a high resolution (max 1MB) image along with your entry. This may be used within the Awards programme or AV presentation.
- Please note that some of our questions mirror those in Scotland Food & Drink Excellence Awards making it easy for you to cut/paste your answers into their entry form. The Excellence Awards will launch in January 2019.
- There is an Awards workshop aimed at supporting those wishing to enter awards on Wednesday 16 January. Further details and booking link can be found on our website.

- The winners will be announced on Thursday 21 March 2019 at the Awards Presentation Dinner at Ardoe House Hotel and Spa, Aberdeen. Tickets are £72 per person (inc VAT) and can be booked on our website.
- One winner in each category will receive a special handmade trophy and certificate to display in their premises and an award winner's logo which can be used in their marketing material.
- It's in our legitimate interest and those of the companies entering the Awards, that contact details and product images supplied online along with photographs taken of your company representatives on the night of the Awards Presentation Dinner will be used in publicity, marketing material and online by Opportunity North East (ONE), Aberdeenshire Council and the North East Scotland Food & Drink Awards. All information will be treated in confidence, used for the purpose of determining the merit of the entry and thereafter securely destroyed. Please see our Privacy Notice for more information.

**If you have any questions, or would like to discuss your entry, please don't hesitate to contact the Awards team, [elise@luxevents.co.uk](mailto:elise@luxevents.co.uk) or 07824 567 974.**

**Closing date for Food & Drink Awards entries – Monday 29 January**