



**North East Scotland  
Food & Drink Awards**  
Celebrating 30 years of  
excellence & innovation

## 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 and Distilled** – A maximum of 3 separate entries can be submitted to this category. Closely related products should be entered as a range; a maximum of 3 products from the range can be submitted. Judging will take place on the 25 and 26 February at Meldrum House Hotel, Oldmeldrum and you will be asked to submit samples to the judging venue by 25 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 Best Young Business category:** Entries will be narrowed down to a shortlist of 3 or 4. If your entry reaches the final, a company representative will be invited to meet with the judges on 25 or 26 February. You will be notified of your appointment slot in advance.
- **For Skills Development category:** no further action is needed once your entry is submitted.
- **Food & Drink Business Growth Award:** All entrants will be interviewed, either face-to-face or by telephone, by representatives of the Johnston Carmichael food and drink team. 3 or 4 finalists will then be selected and will meet with the judges on 25 or 26 February. You will be notified of your appointment in advance.
- **For Export category:** Entries will be narrowed down to a shortlist of 3 or 4. If your entry reaches the final, a company representative will be invited to meet the judges on 25 or 26 February. You will be notified of your appointment in advance.
- **For Food & Drink Tourism category:** no further action is needed once your entry is submitted.
- **For Sustainability category:** Entries will be narrowed down to a shortlist of 3 or 4. If your entry reaches the final, a company representative will be invited to meet the judges on 25 or 26 February. You will be notified of your appointment in advance.
- **For Innovation category:** Entries will be narrowed down to a shortlist of 3 or 4. If your entry reaches the final, a company representative will be invited to meet the judges on 25 or 26 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 20 January 2020.
  - You will be asked to upload a high-resolution image along with your entry. This may be used within the Awards programme or AV presentation.

- There is an Awards workshop aimed at supporting those wishing to enter awards on Wednesday 15 January. Further details and booking link can be found on our website.
- The winners will be announced on Thursday 19 March 2020 at the Awards Presentation Dinner at The Chester Hotel, Aberdeen. Tickets are £84 per person (inc VAT) and can be booked on our website.
- One winner in each category will receive a special 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 entries – Monday 20 January**