



## Eligibility to Enter

As we rely on the information you provide when deciding whether to accept your entry, it is important that you consider each of the statements below carefully before responding.

If you are unsure whether a statement is accurate and would like further advice, please contact the Awards event team before submitting your entry.

By submitting your entry, you are confirming that the information it contains is true and accurate. If the information is found to be false or inaccurate your entry will be withdrawn.

1. The awards will be administered by the Institute of Directors ('IoD').
2. The following are not eligible to enter the awards: IoD Staff members, Course Leaders and consultants; those in a volunteer leadership role (National/Regional Chairs, Branch Chairs, Board or Council members, SIG Leads and National Spokespeople for ambassador groups).
3. Only one director can apply per category unless a role is shared. In which case the regional team will review and approve on a case by case basis.
4. You can only apply to the nation your company is based in. If your company operates from numerous locations, you must only pick one. Applications covering two or more nations will not be permitted.
5. The IoD will appoint independent Judging Panels to assess all entries and thereafter to draw up shortlists and winners in each award category.
6. The Judges may, in rare cases, contact the applicants for further information. This contact will be made via IoD staff.
7. The Judging Panel's decision is final and binding, and no correspondence will be entered into.
8. By entering a submission for the awards, you agree to supply any additional financial or other information requested. Entrants consent to this information being made available to Judges and staff associated with the awards process. This information shall be held in the strictest confidence for the purpose of judging only and will not be disclosed to any other third party.
9. Any companies and /or individuals who submit and complete an entry, in any year, shall be considered to have agreed to take part and assist with any promotional activities or PR supporting the awards, for this and future awards.
10. The Judges have the right to withhold an award in any category or cancel a category if they feel the entries are not of sufficient merit.
11. The Judges may, at their discretion, reallocate an entry to a different category if they feel it better meets the criteria of that category. You will be notified and asked to provide entry information for the proposed change in categories, where required.