



EARN THE RECOGNITION OF YOUR PEERS

Winning an Ontario Global Traders Award can be a great way to market your company, both to the public and to your own employees. Your company will gain recognition as a top achiever. The award is a measure of distinction in both domestic and international marketplaces.

Benefits to winning an Ontario Global Traders Award include:

- Increased brand awareness and credibility with customers;
- A boost to employee morale through recognition of their contributions;
- Media coverage enhancing profile with customers, investors, employees and suppliers; and,
- Use of the Ontario Global Traders logos on company promotional materials (i.e. letterhead)

GETTING STARTED:

All nomination info is collected online.

Please provide accurate information, since this will be the information used for judging and all other OGTA awards processes.

NOMINATION PROCESS

There are two parts to the online nomination.

The Part A Nomination Form provides the basic information about you and your company and determines eligibility under the program criteria.

The Part B Award Category Submission Brief (one for each award category) collects information specific to the award category or categories you have selected.

NOTE – once you start a nomination form online, information will be saved. It is important to use the same computer each time as the nomination forms are referenced to that system.

KEY INFORMATION YOU WILL NEED TO COMPLETE THE APPLICATION:

- Year Ontario operation established.
- Fiscal year end
- Performance figures for 2006/2007, 2007/2008 and 2008/2009
 - Total Sales for Product
 - Total Sales for Services
 - Total Export Sales for Products
 - Total Export Sales for Services
 - Total Investment in Research & Development
 - Total Number of Employees (or full-time equivalents)
 - Countries exported to and % of sales to each

All nominees must complete and return the OGTA Compliance Form for nomination to be complete and valid. Applications will not be judged without this completed form

WHO CAN SUBMIT NOMINATIONS?

- Anyone can submit a nomination.
- You can nominate your company or yourself.
- A company, an organization, or an individual (e.g., a trade organization, government official, customer, client, etc.) can nominate another company or individual, provided they know the company/individual's situation well. If you are considering nominating someone other than yourself or your company, we recommend that you obtain the nominee's consent first.

Winners of a 2009 Gold Ontario Global Traders Award are not eligible for nomination in the same award category in 2010.

HOW WINNERS ARE SELECTED?

Nominations are evaluated through a three tiered process.

1. The first panel is made up of executives from leading Ontario companies, representatives from academic institutions and members of community business organizations, such as chambers of commerce, boards of trade and economic development agencies.
2. Successful candidates from the first panel then evaluated by representatives of Deloitte for due diligence.
3. The final panel consists of distinguished representatives from Ontario's business media, which serve as impartial judges in the second panel. This last stage has been a proud tradition of the Ontario Chamber of Commerce.

Submissions will be evaluated only on the information provided on the nomination forms. Additional information will not be presented to the judges for review unless specifically requested. The decisions of the judges are final.

INFORMATION REVIEW & ASSESSMENT

- Representatives of Deloitte will conduct on-site visits and interviews on all OGTA finalists. This is MANDATORY. Nominees who do not complete this review will be ineligible for awards judging, and be disqualified.

AWARD CATEGORIES—WHO IS ELIGIBLE

Small to medium-sized, private-sector, for-profit enterprises (SMEs) based in Ontario that meet all of the following 5 criteria are eligible for the Innovation and Market Expansion awards:

1. Annual sales of less than \$100 million;
2. A maximum of 200 employees;
3. In business in Ontario for at least three fiscal years;
4. Currently exporting to one or more countries; and,
5. Exports sales that are at least 15 per cent of total sales.

Please refer to the awards category descriptions for criteria.

INNOVATION – Exports AWARD

The Innovation - Exports Award recognizes excellence in the application of existing or new technology in the development of new products or services, and/or improvements to existing products or services that lead to consistent growth in exports and job creation. Breakthrough achievements in research and development, technology and infrastructure, as well as product and service development and design, are the focus of this award.

MARKET EXPANSION (Product or Service) AWARD

The Market Expansion Award recognizes the pioneering spirit of Ontario SMEs that have successfully established themselves in a new export market(s) in addition to existing markets. A company must demonstrate a significant increase in export sales and job creation as a result of having entered a new market and/or must have overcome difficult obstacles in order to establish itself within that market.

CONDITIONS OF PARTICIPATION

- Nomination forms must include all required information and be signed by a senior executive of the nominated company or by the nominated individual or whomever can certify that this information is accurate and verifiable.
 - Nominees must sign applicable consent form.
 - Nominees are required to sign a "declaration of good corporate citizenship" or a "personal declaration" and be in compliance with government laws and regulations.
 - Nominees for Innovation and Market Expansion must be financially viable. Additional information on their financial situation must be provided, if requested.
 - Nomination forms will become the property of Ontario Chamber of Commerce (OCC) Information provided by the nominees will be made available to a panel of judges for the purposes of determining awards. Contact information (mailing address, telephone and fax numbers, as well as e-mail and Web site addresses) will be included in the Ontario Chamber of Commerce's client management system for correspondence purposes. Nominees agree that the Ontario Chamber of Commerce shall have the right to make available and/or to publish in print or electronically, certain analyses, reports or studies which are based upon aggregate data which is derived from information relating to sales, exports sales, jobs created, export regions, and where companies are exporting to data etc. which has been supplied by nominees. At OCC's discretion, these studies and aggregated data may be released to selected groups including other government entities, sponsors or to the public at large.
 - Once received by OCC, all nomination entries will be at all times the property of OCC and none will be returned.
 - Entries which have been obtained or made through fraudulent means are subject to disqualification.
 - OCC will not be responsible for entries which are lost, misdirected or delayed.
 - All decisions of the judges are final. Specific information provided on the nomination forms will not be published without the permission of the applicant. All nominee-specific copy to be used for media purposes will be cleared with the applicant before publication. Subject to the foregoing and the provisions of the Freedom of Information and Protection of Privacy Act, confidentiality will be maintained.
- Award recipients will be supplied with the Ontario Global Traders Awards logo for use in their promotional

NOTE

1. Material in binders or coil-bound will not be accepted.
2. Do not include videotapes or any other supportive documentation unless requested in Forms A or B.
3. Nominees will be advised of the award finalists in each category prior to the awards ceremonies.

NOMINATION FORMS RECEIVED AFTER THE OFFICIAL NOMINATION DEADLINE WILL NOT BE ACCEPTED.

FOR MORE INFORMATION Call us at 416-482-5222 ext. 222 or by email at rosannaho@occ.on.ca