

every woman

in TRANSPORT
& LOGISTICS AWARDS

2023 everywoman
in Transport & Logistics Awards
Nomination toolkit

June 2023
London



Who can enter

The everywoman in Transport and Logistics Awards are for those who possess the qualities, attitude, hard work ethic and commitment to supporting other women that makes them a credit to the industry and the organisations they work for. They are the talented women who have exceeded expectations as well as inspired success in others.

The awards are open to women at all stages of their career.

Entrants can either nominate themselves or be nominated by someone else, they can enter a maximum of two categories and must:

- work within a transport and logistics based role
- be based or have their chief operations in the UK or Ireland
- be available for a judging day in April 2023 (date tbc) and the awards ceremony in London in June 2023 (date tbc)





Top tips for completing a nomination

One sure-fire way of getting noticed for the everywoman in Transport and Logistics Awards is a really good, well completed nomination form.

Make sure you take your time over your nomination so that you tell us absolutely everything that displays the nominee's brilliance, and double check that all the contact details are correct.

You can save your progress and return to the entry at any point via the link you will receive by email. However, once you have submitted your final version you will no longer be able to make edits.

- Word limits aren't just a recommendation - nominations that include answers that are below the word limit are very unlikely to be considered
- Give us enough detail so we can fully grasp the nominee's achievements
- Be specific and make sure you stick to the point

Support your nominations

- Remember, you can submit supporting evidence for your nomination in the form of press releases, news articles, photographs, testimonials or other items which you think will help the judges make informed decisions about the nominee's business
- Please submit any supporting documents together in one document, 4-sides maximum. In addition to this you can also submit a video URL link if appropriate.
- Supporting evidence can be attached via the UPLOAD button at the bottom of the nomination form (supporting evidence must be uploaded before submitting your finished nomination)

Personal achievements

- What achievements has the nominee made in their business career - have they won any awards, qualifications or accreditations?
- What personal achievements has the nominee made that has inspired them to become successful in business - have they climbed a mountain, completed a marathon, invested in other successful businesses or lobbied the local council for change?





Judging Process

All successful entrants will be contacted by the last week of March 2023 if required to attend Judging Day in April 2023. If selected, the Awards ceremony in London is in June 2023 (date tbc). This is a condition of entry. *(judging day and the ceremony will be subject to any live event restrictions at that particular time)*

There will be two winners per category (Leader and Above and Beyond) as well as one recipient of the Industry Champion, Male Agent of Change, Apprentice of the Year, Woman of the Year Award and a brand new category for Sustainability Champion.

All decisions regarding the judging process are made by our independent judging panel. The everywoman team do not influence this process.

The judges' decision will be final and no correspondence will be entered into before or after the judging.

Due to the large number of nominations received, the judging panel are unable to provide individual feedback.



The benefits

1. Receive sector-wide recognition for both individual and company achievements.
2. Have your success story shared within the sector to raise your profile and inspire the next generation of women in transport & logistics.
3. Boost your own and your company's professional credentials.
4. It's free to nominate yourself or someone you know.



Promotional channels

-  @everywomanUK
-  Everywoman Ltd
-  @everywomanUK
-  @everywomanUK

Key dates

Nominations Open: 28 November 2022

Nominations Close: 6 February 2023

Judging Day: April 2023 (date tbc)

Awards Ceremony: June 2023 (date tbc)

Where

Venue tbc

every
woman

in TRANSPORT
& LOGISTICS AWARDS

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TERMS AND CONDITIONS

ENTERING:

Entrants must be based or have their chief operations in the UK for all categories

Entrants must ensure that they are available for the judges interview day in April 2023 and the Awards Ceremony in June 2023 in London. Entrants can nominate themselves or can be nominated by a colleague or associate.

Entrants can be nominated for a maximum of two categories

All age criteria for any relevant categories should be met as of nomination closing date 6 February 2023

All date criteria for any relevant categories should be met as of nomination closing date 6 February 2023

Previous applicants to the Awards are invited to reapply and will need to complete a new online nomination with up-to-date information.

DATA PROTECTION:

The information you have provided will be kept on file for future registration use and will be shared only with the official event partners. everywoman will provide you with information relating to your booking and from time to time other everywoman related products or services via email, direct mail or telephone. If you would like to be excluded from further communications from event partners please email events@everywoman.com

TABLE BOOKING PAYMENT:

Payment via Eventsforce is via credit card or invoice. You will receive an email confirmation from events@everywoman.com. If you request to be invoiced, payment terms will be 30 days from invoice date. If your company uses Purchase Order Numbers, please supply this at the time of booking as failure to do so may cause problems with your booking.

Please note that we must receive full payment prior to the event start date.

If you are booking within one week of the event we will require payment by credit card. If this causes difficulty then please call 020 7981 2574 and speak to a member of the team.

CONFIRMATION PROCEDURE:

Upon completing your booking you will receive an automatic confirmation. The dispatch by us of an email confirmation constitutes a legally binding contract. If you have not received your confirmation email immediately after submission of your booking, please call 020 7981 2574 and speak to a member of the team as there may be a problem with your booking. everywoman is unable to accept responsibility for the non-arrival of information. everywoman reserves the right to decline any booking.

CANCELLATION:

Tickets for the awards are non-refundable.

The purchased delegate ticket may be transferred to a substitute participant and should be made in writing to event organisers prior to the event.

Substitutions on the day of the conference are made at the organiser's discretion only.

The judging day and ceremony may be held online depending on any restrictions on live events at that time.

everywoman cannot offer refunds due to a terrorist alert, act of God or the curtailment of public transport, unless the event is cancelled. In this instance, Everywoman will retain up to 50% of the event fee to cover event venue and administration costs.