

Kirklees Apprenticeship Hub Awards 2015

Business nomination form

Closing date for nominations is 4pm Friday 22 May 2015



Business details

Please ensure you read the guidance notes before completing this form.

Please write the name of the learner EXACTLY as you would like it to appear on the certificate.
 Please write in block capitals:

Business Name	Contact Name & Job Title
Address	E-mail address
Town/City	Daytime tel no
Postcode	Mobile tel no

Nominator's details

Nominations are accepted from businesses themselves, learning providers, clients and employees

Your name	
Job title	
Organisation	
Address	
Town/City	
Postcode	
Telephone no	
E-mail address	

More about the business

Please provide as clear and rounded picture of the businesses' commitment, contribution and the success that apprenticeships have brought to their organisation.

Why do you think the business should receive a Kirklees Apprenticeship Hub Award?

Please give examples under the following headings:

Why do you believe the business deserves a Kirklees award? (500 words)

What contribution have apprentices made to the business? (100 words)

How has the business demonstrated commitment to apprenticeships? (100 words)

Please describe any specific successes that apprenticeships have brought to the business. (100 words)

Publicity information:

Kirklees Council uses Kirklees Apprenticeship Hub Award winners as case studies for local press and media releases and on social media. If we choose your nominee as an award winner, we would like to contact your organisation. Please provide contact details of the person responsible for publicity and media relations below:

Name	
Job title	
Telephone no	
Email address	

Nominator's declaration:

By submitting this form and ticking the box, I confirm that:

- I give consent for Kirklees Apprenticeship Hub to use the information in this form
- The employer has given permission for this nomination.

I confirm that the above declaration is true.

Information supplied about Kirklees Apprenticeship Hub Winners and the official photographs taken at the ceremony may be used in relation to future media publications please ensure that your nominees are aware of this. Please let us know any information that your nominee does not want sharing in publicity below.

Businesses declaration:

by submitting this form and ticking the box, I confirm that:

- I wish to be nominated for a Kirklees Apprenticeship Hub Award;
- The information supplied is correct to the best of my knowledge and the statements are true and accurate
- I agree to my name and information about my organisation being passed on to third parties including the press and media for publicity purposes only.
- I agree to my photo been taken at the award ceremony.

I confirm that the above declaration is true.

Kirklees Apprenticeship Hub will notify winners and nominators during June 2015. If you haven't heard anything from us, please presume that your nomination hasn't been successful on this occasion.

Closing date for completed forms is 22 May 2015

Please send completed forms to:

Apphub@kirklees.gov.uk

Alternatively, by post to:

Kirklees Apprenticeship Hub
Civic Centre 3
Market Street
HD1 2YZ

If sending this form by post please sign below:

Signed:
Nominator

Date:

Signed:
Employer

Date:

Please complete all relevant sections - only fully completed forms can be considered.