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**The Law Awards of Scotland 2019**

**Entry Form**

**ENTRY RULES**

1. The awards are free to enter.

2. Award sponsors or companies affiliated with award sponsors may not enter the category they sponsor.

3. You must have permission of the organisation or individual to nominate them to win an award.

4. Entries are treated in confidence.

4. Supporting information can be included please ensure written material does not exceed 3 pages. Please email to Kirsty.loughlin@newsquest.co.uk

6. Incomplete entries will not be judged.

7. All entries will be acknowledged on receipt. Entries will become the property of The Herald and entries will not be returned.

8. The Herald reserve the right to withdraw an award from any applicant supplying false information within their entry. Judges reserve the right to audit any information supplied.

9. Information supplied will be shared with the judging panel and all information will be treated as confidential. It will not be used for any purpose other than judging the competition. Finalist organisations may be included in related media coverage and may be required to take part in promotional activities about The Law Awards of Scotland.

10. The judges’ decisions are final.

11. Any data provided will be added to The Law Awards of Scotland 2020 database.

12. Upon submission please submit an image and logo that represents the nomination that can be used at the event should you be shortlisted.

13. By registering and completing an entry for the awards you agree to these terms and conditions.

**NOTES**

If applicable, supply any relevant URLs.
Your entry should be saved as the category you are entering and your organisation name.

For example: In-House Lawyer – Joe Bloggs.
You may submit multiple entries, and entries may be submitted in more than one category.

Closing date for **ALL** applications and supporting information to be received is by **5pm, Tuesday, October 8, 2019**.

Please note entries received after this date cannot be considered and will not be put forward for the Awards.

**Organisation entry form**

**Section 1 - Contact information**

Name of person submitting application:

Title:

Email:

Telephone:

**Organisation details**

Full name of organisation:

Email:

Telephone:

Company website (if applicable):

Category Entered:

**Question 1**

Referring to the entry criteria for your category, please tell us about your organisation and its achievements over the last year? (1000-word limit)

**Question 2**

Tell us why your organisation should win this award. You should again, refer to the entry requirements for the category you are entering (2000-word limit)

**Question 3**

Please include a short description of the organization/team. This will be used within the event programme should you/they be shortlisted. Please note this should be specific to your entered category. (max 100 words)

**Individual entry form**

**Section 1 - Contact information**

Name of person submitting application:

Title:

Email:

Telephone:

**Nominee details**

Full name of individual:

Job Title:

Email:

Telephone:

Category Entered:

**Question 1**

Referring to the entry criteria for your category, please tell us about the individual and their achievements over the last year (1000-word limit)

**Question 2**

Tell us why this individual should win this award. You should refer to the entry requirements for the category they are put forward for (2000-word limit)

**Question 3**

Please include a short description of the individual and their achievements. This will be used within the event programme should they be shortlisted. Please note this should be specific to your entered category. (max 100 words)