

# **Important Deadlines**

#### June 16 — Nominations OPEN

Online nominations will be accepted via the Chamber website. A confirmation email from the Chamber will be sent within 2 business days. If a confirmation is not received, please email admin@porthopechamber.com

### July 14 at 4:00pm Nominations Close

All nominations must be received by 4:00pm on Friday, July 14, 2023

Nomination packages will be sent to nominees. by July 21, 2023.

# Thursday August 03 – Nominee Information Session

Nominees are invited to an information session to discuss nomination packages and submissions.

## August 25, 2023 Nomination Package Deadline

All complete nomination packages must be received at the Port Hope Chamber office by Friday, August 25, 2023.

## Saturday October 20 ,2023 Awards Event

A fine celebration of excellence in business at Dalewood Golf and Country Club.

# Did you know?

- 1. The nomination packages are reviewed based on a scorecard attached to the criteria being asked for.
- 2. The more detail and evidence of criteria provided in a submission the higher score the nomination package will receive.
- 3. The Selection Committee scores the packages individually and then meet to compare their scores and determine which business best meets the criteria in the year being evaluated for that category.
- 4. The selection committee includes the Chamber President, a past board member and 2 other active members of the Chamber of Commerce.
- 5. Members of the Selection Committee never evaluate a category that they have been nominated in.
- 6. Staff at the Chamber collect the information and act only as facilitators of the process.

If you have any questions, please contact Chamber CEO Brenda Whitehead at <a href="mailto:brenda@porthopechamber.com">brenda@porthopechamber.com</a>