

# QUEANBEYAN-PALERANG BUSINESS AWARDS 2026 TERMS AND CONDITIONS

By submitting an entry to the Queanbeyan-Palerang Business Awards participants agree to abide by the following Terms and Conditions of Entry. These terms are designed to ensure fair and transparent conduct of the Awards while adhering to privacy standards and protecting the interests of all parties involved.

## **1. ELIGIBILITY CRITERIA**

1.1 To enter the Awards, the business must meet at least two of these requirements:

- A registered business address within the QPRC local government area.
- A storefront, outlet, branch, factory or depot within the QPRC local government area.
- At least 50% of the workforce resides in the QPRC local government area.
- At least 50% of clients are located within the QPRC local government area.

1.2 The Awards are open to businesses, organisations, and individuals who meet the criteria outlined in each award category.

1.3 Immediate family members of the Awards organisers (QPRC's Economic Development & Marketing unit) are not eligible to enter.

1.4 Organisations or individuals with a relationship to a member of the judging panel are eligible to enter, however that judge will not be assigned to adjudicate that category.

1.5 Entrants must not have outstanding legal action or investigations that may compromise the integrity of the Awards.

1.6 Entries must reflect activities, initiatives, and achievements within the 24 months prior to the entry closing date, unless otherwise specified.

1.7 Businesses applying for the Outstanding First Nations Business Award must be at least 50% owned by First Nations people.

## **2. SUBMISSION OF ENTRIES**

2.1 Entries must be submitted through the official online platform by the designated closing date. Late submissions may be accepted at the sole discretion of the Awards organiser where extenuating circumstances exist (for example, IT malfunction).

2.2 Entrants must provide accurate and complete information. False, misleading, or incomplete entries will be disqualified at the sole discretion of the Award organiser.

2.3 Entries may include supporting material but must adhere to any prescribed file formats, lengths, or sizes specified in the submission portal.

2.4 All submissions are final once submitted; entrants will not be allowed to amend their entries unless requested by the organisers for clarification or additional information.

2.5 By entering, entrants confirm that they have read, understood, and accepted these Terms and Conditions of Entry.

## **3. JUDGING PROCESS**

3.1 The judging panel will comprise experienced, impartial representatives across diverse industries and sectors.

3.2 Each judge will sign a conflict of interest declaration and where a conflict arises, that judge shall not be assigned to adjudicate the category where the conflict exists.

3.3 All entries will be assessed against the published criteria for each category.

3.4 Judges may request further information from entrants if deemed necessary for assessment.

3.5 Decisions by judges are final, and no correspondence or appeals will be entered into.

3.6 In cases where entries in a category do not meet the minimum standards outlined by the criteria, the judges reserve the right to withhold an award for that category.

3.7 In the event that a winner cannot be determined, or where scores are close, joint winners or commendations may be awarded at the discretion of the Awards organiser.

## **4. PRIVACY AND CONFIDENTIALITY**

4.1 The organisers are committed to protecting the privacy of entrants in accordance with applicable privacy legislation, including the Privacy Act 1988 (Cth).

4.2 Personal and business information provided during the entry process will only be used for the purpose of administering and promoting the Awards.

4.3 Information will not be shared with third parties outside of the Awards organisers, judging panel, and relevant event partners unless required for judging, promotion (as outlined in Section 5), or with the express consent of the entrant.

4.4 Entrants acknowledge that summary details of their submission (e.g., business name, brief description of achievements) may be used in public communications, including media releases, event material, and promotional campaigns related to the Awards.

4.5 Sensitive or commercially confidential information provided as part of the submission will be treated with strict confidentiality and will not be disclosed publicly.

4.6 All judges and individuals involved in administering the Awards are required to sign confidentiality agreements to ensure the integrity of the process and to protect submitted information and intellectual property.

4.7 Entrants have the right to request access to, or correction of, any personal information held about them by the Awards organisers. Requests can be directed to [madeline.newton@qprc.nsw.gov.au](mailto:madeline.newton@qprc.nsw.gov.au).

4.8 Entrants may also request that their data be deleted at the conclusion of the Awards process if they do not wish for their information to be retained by the organisers for future communication or promotional purposes.

4.9 While reasonable precautions will be taken to protect entrants' information, the organisers cannot guarantee the security of data transmitted electronically. By submitting an entry, entrants acknowledge and accept this risk.

4.10 In the event of a data breach affecting entrants' personal information, the organisers will notify affected entrants promptly and take appropriate remedial steps as required by law.

## **5. PUBLICITY AND PROMOTION**

5.1 By entering the Awards, entrants consent to their business name, logo, and basic information being used for promotional purposes, including but not limited to event publications, social media, media releases, and other creative materials.

5.2 Finalists and winners may be required to participate in media interviews and promotional engagements related to the Awards.

5.3 Any media or promotional material resulting from the Awards, including photographs, interviews, and videos, may be used in future promotional campaigns without further consent from the participant.

## **6. ENTRY FEES**

6.1 Entry to the Awards is free unless otherwise stated on the official Awards website.

6.2 Entrants are responsible for any costs associated with preparing or submitting their entry.

## **7. ORGANISERS' RIGHTS**

7.1 The organisers reserve the right to modify, suspend, add to, or cancel the Awards program or any individual categories if unforeseen circumstances arise.

7.2 The organisers reserve the right to refuse or disqualify any entry that does not meet the eligibility criteria or breaches these Terms and Conditions.

7.3 The organisers will not be held liable for technical malfunctions, delays, or interruptions that may affect entry submission or judging.

7.4 The organisers may contact entrants after the Awards for feedback to improve future editions of the program or to communicate information about related opportunities.

## **8. DISQUALIFICATION AND WITHDRAWAL**

8.1 Submissions found to contain false, misleading, or incomplete information will be disqualified.

8.2 Entrants may voluntarily withdraw from the Awards at any time but must provide written notice of their withdrawal to the organisers at [madeline.newton@qprc.nsw.gov.au](mailto:madeline.newton@qprc.nsw.gov.au).

## **9. PRIZES AND RECOGNITION**

9.1 No monetary awards will be provided unless explicitly stated. Winners and finalists will receive trophies, certificates, or other recognition as outlined by the Awards organisers.

9.2 Winners of all Industry and Impact Award categories will automatically progress as finalists for the Queanbeyan-Palerang Business of the Year Award, which will be selected from this group of finalists.

9.3 The recipient of the Queanbeyan-Palerang Business of the Year Award will receive:

- A gift voucher to dine at a Queanbeyan-Palerang restaurant of their choice for staff or clients
- A full-page feature in *The Regional Independent*
- A gift hamper showcasing products from local producers and makers, to be shared with staff

9.4 All prizes, acknowledgments, and benefits are non-transferable and not redeemable for cash.

9.5 The organisers accept no liability for decisions or actions taken by entrants based on their participation in the Awards.

## **10. PEOPLE'S CHOICE VOTING**

10.1 Voting will be open during the advertised period for each designated area.

10.2 Each individual may submit one (1) vote per area. Multiple votes by the same individual within the same area will not be accepted.

10.3 Votes must be submitted by an individual. Automated, bulk, or fraudulent voting methods are strictly prohibited.

10.4 The organisers reserve the right to monitor, review, and remove any duplicate, incomplete, or suspicious votes.

10.5 All decisions made by the organisers regarding the validity of votes are final, no correspondence will be entered into.

10.6 Where a vote is cast for a business located outside the listed areas, the organisers reserve the right to allocate that vote to the most appropriate area.

10.7 Personal information collected as part of the voting process will be used solely for the administration of the People's Choice Award and will not be disclosed to third parties, except as required by law.

## **11. GENERAL LIABILITY DISCLAIMER**

11.1 By entering, participants indemnify the organisers against any claims, actions, or legal proceedings arising from their involvement in the Awards.

11.2 The organisers are not responsible for loss, damage, or injury sustained during any activities related to the Awards process.

11.3 Entrants acknowledge that participation in the Awards does not establish any contractual relationship with the organisers beyond these Terms and Conditions.

## **12. AGREEMENT**

By submitting an entry, participants confirm that they have read, understood, and agree to these Terms and Conditions of Entry.

For more information on the Queanbeyan-Palerang Business Awards or to access the Privacy Policy, please contact:

### **Madeline Newton**

Economic Development Officer

Queanbeyan-Palerang Regional Council

257 Crawford St, Queanbeyan NSW 2620

0419 042 352

[economicdevelopment@qprc.nsw.gov.au](mailto:economicdevelopment@qprc.nsw.gov.au)

