



# 2017 Private Business Growth Award

**Presented by The Canadian Chamber of Commerce  
and Grant Thornton LLP**

## **2017 RULES AND REGULATIONS**

- The Private Business Growth Award (“the Award”) is awarded in partnership by Grant Thornton LLP and the Canadian Chamber of Commerce.
- Each nominated company must meet all eligibility requirements in order to make a submission.
- The Award will be given to one Canadian private business that has demonstrated strategic, holistic growth through:
  1. Innovation (product and service development; improvements in the efficiency and effectiveness of internal processes)
  2. Market development (go-to-market strategy, expansion into new domestic or international markets)
  3. People and culture (helping employees learn and develop as a critical part of overall growth)
  4. Strategic leadership (leadership team, strategic direction, succession planning, stakeholder relations, community involvement)
  5. Improvements in financial measures (revenue growth and profitability improvement)
- The nominated company must be active in a profitable business registered and operating in Canada for at least three full years as of December 31, 2016 in order to be eligible to make a submission. Companies registered in Canada with offices or branches in other countries are eligible.
- Nominated companies must have annual revenues of at least \$5 million in order to be eligible to make a submission.
- Nominees will be contacted and invited to make a submission. Nominees must confirm their eligibility and complete a submission form. All submissions must be received no later than July 14, 2017 at 11:59 p.m. PST.

- A company that has been a Top 10 Finalist of the award for the past 3 consecutive years will not be considered for the award again until 2 years after it had achieved its third Top 10 Finalist position has passed.
- A company that has been a Top 10 Finalist of the award for 3 years in total will be inducted into the Private Business Growth Award Honour Roll.
- All submissions must be received by 11:59 p.m. PST on July 14, 2017. The winner will be announced at a gala dinner in Toronto on November 14, 2017.
- The Award will only be given to a business as a whole. Individual owners, executives and employees are not eligible to win.
- Nominees do not have to satisfy each of the selection criteria to be considered, although the winning business must demonstrate that it has achieved growth across a number of the selection criteria. Nominees that satisfy more selection criteria may receive a higher overall score from the judges.
- Financial information is an important and quantifiable indicator of success for our jurors. It is encouraged that financial metrics be included where appropriate. All information submitted as part of the Award will be considered confidential and jury members have signed non-disclosure agreements.
- By submitting an application, applicant representatives agree (i) to grant to Grant Thornton LLP and the Canadian Chamber of Commerce, the right to use their name, title, mailing address, telephone number and e-mail address (“Personal Information”) for the purpose of administering the Award and (ii) that Grant Thornton LLP and the Canadian Chamber of Commerce may use the Personal Information for the purpose of promoting this award, any other awards, contests, opportunities or events and to notify applicants of any service, product or publication offered by Grant Thornton LLP or the Canadian Chamber of Commerce.
- Submissions must be typewritten in at least 11-point font and shall not exceed 10 single-sided pages. Extra pages of attachments, media clippings, etc. may be submitted but will be included in the 10-page limit. Products will NOT be accepted. Videos may be submitted but may or may not be considered as part of the submission package at the discretion of program administrators.
- Submission materials will not be returned. Incomplete or late submissions will automatically be disqualified. Submissions may be made through [www.PrivateBusinessGrowthAward.com](http://www.PrivateBusinessGrowthAward.com) or [GrowthAward@ca.gt.com](mailto:GrowthAward@ca.gt.com)
- The Top 10 Finalists may be subject to a due diligence process carried out by Grant Thornton LLP. Financial information will be treated as confidential, seen only by the Private Business Growth Award administrators and the jury, and reviewed on the basis of consistency of information, evidence of good financial practices and the financial strength of the company. Reference and background checks may be completed for all finalists and the winner. Additional information may be requested of applicants during the judging process.

- The jury will consist of one Grant Thornton LLP executive, one Canadian Chamber of Commerce executive and at least five Canadian business leaders. The jury will select the Top 10 Finalists and the Award Winner by reviewing and scoring submissions in each of the selection criteria. In the event of a tie, the jury will use their discretion to select a winner. Jury selections are final and are not subject to review. Judging and due diligence will be completed by October 16, 2017.
- The Top 10 Finalists will be notified by telephone or email but will be required to maintain the confidentiality of the Award results until the official announcement of the Top 10 Finalists by Grant Thornton LLP and the Canadian Chamber of Commerce.
- Top 10 Finalists and the winning business will receive a piece of original glass art commissioned for the Private Business Growth Award.
- Up to three representatives from the Top 10 Finalists will be invited to be the guests of honour (including hotel and domestic airfare, if travelling from outside of gala location) at a gala dinner to announce the winner. Finalists will also have the opportunity to share insights and best practices at an exclusive CEO roundtable. The Top 10 Finalists will have their accomplishments highlighted on the Private Business Growth Award website ([www.PrivateBusinessGrowthAward.com](http://www.PrivateBusinessGrowthAward.com)), in advertisements and in media releases. Top 10 Finalists have the right to display the Top10 logo provided, as per the terms of use provided. Finalists will also receive a 25% discount on a Canadian Chamber of Commerce one-year membership.
- The winning business will receive a one-year complimentary membership to the Canadian Chamber of Commerce as well as complimentary accounting and/or advisory services from Grant Thornton LLP, valued at \$25,000, subject to Grant Thornton LLP's internal client acceptance policy.
- The winner has the right to display the Private Business Growth Award winner logo as provided and in accordance with the terms of use policy also provided.
- The Award must be accepted as offered and is not transferable or convertible to cash. Grant Thornton LLP and the Canadian Chamber of Commerce reserve the right to withdraw or make substitutions to the Award without notice. The Award may be subject to additional terms and conditions regarding use. Grant Thornton LLP and the Canadian Chamber of Commerce reserve the right to terminate, amend, cancel or suspend the Award, or any component thereof, at any time for any reason whatsoever.
- By participating in the Award, the applicants unconditionally agree to be bound by the decisions in any way relating to the Award, as may be determined by Grant Thornton LLP and the Canadian Chamber of Commerce in their sole discretion, which will be final and binding in all respects. Decisions are not subject to appeal.
- The Award recipient may be asked to participate in media relations activities and/or media interviews. The Award winner agrees to make a representative available for any such events on reasonable notice.

- By submitting an application, all applicants agree that (i) they have read and agree to these rules and regulations; (ii) they have complied with all eligibility requirements; (iii) the Award will be accepted as presented; (iv) the information they are submitting is true, complete and accurate; (v) the information being submitted as part of the application process will be used by Grant Thornton LLP and the Canadian Chamber of Commerce in conjunction with their third party service providers and jury in selecting the Top 10 Finalists and the Award recipient and consent for such purpose is herein provided; (vi) Grant Thornton LLP and the Canadian Chamber of Commerce shall have the unrestricted right to produce, reproduce, publicize, broadcast, exhibit, distribute and otherwise use in any fashion, the finalists' names, logo, trademark, and any photograph, voice or likeness of any personal representative thereof whose consent the finalist will be responsible for obtaining, for advertising and publicity purposes without any additional compensation; and (vii) Grant Thornton LLP, the Canadian Chamber of Commerce, the jury members and their respective officers, directors, members, partners, principals and employees are hereby released from any and all liability, loss, damages or cost related to participation in the Award process or the acceptance, use or misuse of the Award. Grant Thornton LLP, the Canadian Chamber of Commerce and the jury members assume no liability for any lost, late, illegible, falsified, misdirected or incomplete submission, notification, reply or the unauthorized use of or access to same, or for any technical malfunction, loss or delay in data transmission, omission, interruption, deletion, defect, damage or failure of any computer, equipment, software, website, e-mail, server, online system, network, lines or browser related to or resulting from participation in the Award. Grant Thornton LLP, the Canadian Chamber of Commerce and the jury members assume no liability whatsoever for any loss, damage, cost, injury or claim howsoever caused.
- The Award is subject to all applicable federal, provincial and municipal laws and regulations.

For further information or questions related to the award program, contact [GrowthAward@ca.gt.com](mailto:GrowthAward@ca.gt.com) or email [Sheila.Scott@ca.gt.com](mailto:Sheila.Scott@ca.gt.com)