



## Gatwick Diamond Business Awards 2023

### Entrants Guide

1. Allocate time to review the list of Categories and decide which Award (or Awards) you are going to enter.
2. Choose your category(ies)
3. Download the Entry Form for the Category (or Categories) you are going to enter. <https://www.gatwickdiamondbusinessawards.com/>
4. Start to prepare the Entry. Gather your evidence and make sure you can support what you say.
5. Submit your entry to [enter@gatwickdiamondbusinessawards.com](mailto:enter@gatwickdiamondbusinessawards.com) by 11am on Friday November 18th 2022.
6. Our judges are asked to shortlist a minimum of 6 entrants in each category and arrange **Assessment Meetings** with each of them. In person meetings are encouraged but it may be necessary to carry these out online in some instances. Please allow at least one hour for your assessment meeting.
7. The Sponsor is the judge in each category. Feedback will be provided to every Entrant. We check for impartiality between judges and entrants so if there is any conflict of interest then a neutral third party will oversee the judging. This is essential to find the best of the best!
8. gdb will announce the 3 finalists in each category on February 10<sup>th</sup> 2023, and the winner will be announced on the night of the Awards.

**Feedback** - An important part of the Judging process is giving feedback to all entrants; All of our entrants deserve to understand ways in which they can improve and so our judges feedback will be provided to gdb, who will provide it to the entrants at the appropriate stage of the process.

Feedback will be given on:

- **What the entrant did well**
- **What the entrant failed to demonstrate**
- **How the entrant can improve**



### Key Dates

October 5 <sup>th</sup> 2022	Diamond Alumni VIP lunch & <b>GDBA 2023 Launch</b>
October 7 <sup>th</sup> 2022	<b>How to Win Awards Webinar -Free to attend</b>
November 18 <sup>th</sup> 2022	Closing Date for Entries
Dec 13 <sup>th</sup> 2022 - Feb 2 <sup>nd</sup> 2023	Judging Period/Assessment Meetings
February 10 <sup>th</sup> 2023	Finalists Announcement
March 23 <sup>rd</sup> 2023	<b>Gatwick Diamond Business Awards 2023</b>
April 20 <sup>th</sup> 2023 (tbc)	Sponsors and Winners Celebration Breakfast (2023)

### How to Win Awards Webinar

We will be delivering a Webinar on “How to Win Awards” in partnership with [Donna O’Toole of August](#) .

Now in their fifteenth year, there is a wealth of experience from winners and judges that can help you to achieve in these, or any other Business Awards programme.

"How to Win Awards" will be an interactive session for you to understand:

- The point of entering
- How to differentiate what you do
- What the judges are looking for
- What do Winners do?

More in formation and details of how to book can be found at the link below:

["How to Win Awards"](#)