Nomination Form

Instructions:

This form must be completed by the nominator or self-nominee and submitted with the nomination package. Answer each question as completely as possible; if not applicable, state N/A.

1. Business Contact / Lead Nominee Information:
   
   a. Name:
   
   b. Title:
   
   c. Business name:
   
   d. Business address:
   
   e. Business phone number:
   
   f. Business email address:
2. **Nominator Information (if you are nominating yourself, write n/a):**
   
a. Nominator name:
   
b. Title:
   
c. Business:
   
d. Address:
   
e. Preferred Phone number:
   
f. Email address:

3. Provide the nominee(s) percentage of ownership or stock in the small business.

4. How many years has the nominee’s business been operational (minimum 3 years)?

5. How many employees does the business **currently** have?
   
   _____ FT
   
   _____ PT
6. Does the business have a website and social media accounts?
   - □ Website
   - □ Twitter
   - □ Instagram
   - □ LinkedIn

7. To assess the financial performance of the business, complete the chart below.

<table>
<thead>
<tr>
<th>Financial Summary</th>
<th>2019</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calendar Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Sales</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Profit (Before</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Assets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Liabilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Worth</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Answer each of the following in 200 words or less. **Attach separately, sign & date.**

8. Describe the nominee’s business, including areas served.

9. Based on the financial chart provided, explain in more detail the business’s year-to-year changes in financial health (e.g. sales, net profit, net worth) and number of employees.

10. Has the nominee had a financial, physical, legal or other crisis while in business? If so, explain the situation and the actions taken to resolve it.