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# LLG AWARDS NOMINATION FORM 2024

## Application Guidance

LLG Awards consist of a **one-stage nomination process**.

**Please submit the following alongside the application:**

* Statement evidencing how the nomination meets criteria as described in the category details.
  + Please note, this must not exceed 2000 words.
* Supporting testimonials from clients, or partner feedback.
  + Please note, this is recommended but remains optional.
  + Please note that the testimonial is additional to the 2000-word submission statement.
* Nominee or team photo
* Nominee or team biography
* 60 second VLOG supporting the application.
* Local authority logo

Please read the criteria **for each award category** **carefully** before submitting your entry to ensure that all the required areas and evidence are addressed.

Your submission should comprehensively demonstrate your suitability for the award by providing detailed information and examples in alignment with the criteria. Failure to provide comprehensive evidence in line with the criteria may impact the evaluation of your submission.

We encourage you to review the criteria attentively to showcase your accomplishments effectively and increase your chances of receiving the recognition you deserve.

Please **do not delay the submission** of the application if nominee/team photos, biography, vlog, or logo are missing. Please note we do need to be in receipt of these by **1 March 2024.**

**The deadline for applications is 22 February 2024.**

* For any queries and to submit your nomination please email [legaltalent@llg.org.uk](mailto:legaltalent@llg.org.uk)

The **Judging Panels** is comprised of LLG Corporate Partners and LLG Board Directors, Members and Officers.

**Finalists will be announced and notified in early April 2024.** A hybrid awards ceremony will be held at the **LLG Spring Conference** in June 2024 where winners and placements will be announced. Conference date will be announced in due course.

* The virtual ceremony is open to all LLG members, nominated finalists and their confirmed friends and family. Attendance at the ceremony virtually is limited to the first 500 registrations and LLG reserve the right to limit guests to ensure attendance by LLG members and nominated finalists.
* The ceremony in person is open to all LLG members and nominated finalists subject to availability on a first come, first served basis. Further information regarding the LLG Awards Dinner will be available on our website in due course.

**Get Your Tickets**

Ensure your place at this event. Nominees and their friends and family have the option to attending the LLG Awards dinner in person, or virtually via a Zoom platform.

Bookings are not currently open, however, if you would like to join a waiting list and secure your seat, please email [legaltalent@llg.org.uk](mailto:legaltalent@llg.org.uk) with your preference of in-person or virtual attendance.

**Stay Connected**

Keep up with the latest updates, news, and event announcements by following us on social media using the hashtag **#LLGAwards2024.** For more information visit our website or contact us at [legaltalent@llg.org.uk](mailto:legaltalent@llg.org.uk).

## Nominee Details

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| **Award:** |  | | |
|  | *Award Category – i.e., Junior Lawyer of The Year* | | |
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| **Nominee:** |  | | |
|  | *Name of person or team being nominated* | | |
|  |  | | |
| **Telephone:** |  | | |
|  | *Nominee’s telephone number.* | | |
|  |  | | |
| **Email:** |  | | |
|  | *Nominee’s email address* | | |
|  |  | | |
| **Authority:** |  | | |
|  | *Name of nominee’s local authority* | | |
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| **Additional Questions** *(please highlight answer)* | | | |
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| Are you considering attending the LLG Spring Conference/Awards dinner in-person? | | Yes | No |
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| Should an award be granted to you, who will collect the award and give an acceptance speech? *Please state below.* | |  |  |
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## Team Nomination

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| *Complete this section if nominating a team. Please add details of all team members within the nominated team and state whether they are attending the Spring Conference/Awards dinner in-person, or virtually. Please specify name of the team submitting the award, i.e. Procurement team* | | | | | | |
|  |  |  |  |  |  |  | |
| **Name** |  | **Telephone** |  | **Email** |  | **Attendance** | |
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## Main Contact Details

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| **Name:** |  |
|  | *Name of person nominating the individual/team* |
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| **Telephone:** |  |
|  | *Main contact’s telephone number – please provide a direct line only,* ***not switchboard*** |
|  |  |
| **Email:** |  |
|  | *Main contact’s email address.* |
|  |  |
| **Authority:** |  |
|  | *Name of nominee’s local authority.* |
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## Submission Statement

**Statement evidencing nomination against category criteria. Max 2000 words (4 pages).** Please record a 60 second vlog to support your application. **Please use a horizontal/landscape video format only.**

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## Submission Checklist

**Please submit the following alongside the application:**

* Statement evidencing how the nomination meets criteria as described in the category details. (Max 2000 words)
* Supporting testimonials from clients, or partner feedback. (Optional, in addition to statement)
* Nominee or team photo
* Nominee or team biography
* 60 second VLOG supporting the application.
* Local authority logo

Please **do not delay the submission** of the application if nominee/team photos, biography, vlog, or logo are missing. **However, please note we do need to be in receipt of these by** **1 March 2024.**

## Declaration

I confirm that the above information is correct and accurate and that any untrue or misleading information will result in the immediate withdrawal of your application by LLG.

**Judges' decisions are final, and awards will be made at their discretion.**

The content of any entry may be used for publicity purposes unless the entrant withholds their consent to this in writing. The content provided must not be confidential.

To help us manage and maintain the reputation of the LLG Awards you must inform us about any negative media stories relating to the nominated person/team which have occurred during the 24 months preceding the Awards ceremony. Failure to disclose may result in your entry being invalidated. Those nominating will be deemed to have accepted these rules and procedures and to have agreed to be bound by them when submitting a nomination.

Nominations are restricted to individuals or teams who work in a local authority as so defined by LLG’s company’s articles of association. This includes fire and police authorities.

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| Signature: |  | Date: |  |