



# Sustainable Wedding Awards

## Terms and Conditions

The Sustainable Wedding Awards were created and are managed by the Sustainable Wedding Alliance. The Awards were founded to recognise and reward those committed to sustainability, and putting purpose driven action at the heart of what they do. They promote sustainable change, best practice and collaboration in the wedding industry.

### 1. APPLICATION PROCESS

- 1.1. All Entrants must be working in the wedding industry in the UK.
- 1.2. Entrants can enter more than one category; however, a separate form must be submitted for each category.
- 1.3. Entrants must have been working in the wedding industry in the UK for a minimum of 12 months.
- 1.4. All applications must be submitted, in full, via the online form, unless agreed in writing. Part applications will not be accepted.
- 1.5. You cannot nominate another business or individual. Applications must be made by the Entrant. If you know of a sustainable wedding business, please encourage them to apply.
- 1.6. Entrants must take into account the word limits specified in the criteria.

### 2. AWARD CATEGORIES

- 2.1. Categories have been chosen to represent the wide variety of businesses in the wedding industry, in addition to highlighting sustainable achievements by individuals and businesses. There are eight categories for the 2023 awards.
- 2.2. In addition to the standard categories, Judges reserve the right to award an additional 'Judges Choice Award'
- 2.3. Judges reserve the right to award multiple winners, and/or highly commended awards.
- 2.4. The entry period is clearly published on the website and all other communication. We cannot guarantee the processing of any entries received after this date (unless a specified extension is offered).
- 2.5. Any action, projects or initiatives must have taken place between April 2022 and October 2023 to be eligible.
- 2.6. By submitting your application, you are confirming that you have the permission of any 3rd party or contributing partner, mentioned in the application, to enter the Awards and that you have obtained the necessary authority to do so.
- 2.7. Projects entered by organisations must be their own work or in direct partnership with a 3rd party. Any evidence of piracy will result in disqualification.
- 2.8. The Sustainable Wedding Alliance is registered with the Data Protection Act (under Sustainable Wedding Alliance Limited). Entrants accept and agree to the collection and retention of company and personal data, provided within the application, in order to process and make contact about Award entries.



### 3. SHORTLISTING AND JUDGING PROCESS

- 3.1. All applications will be reviewed, and shortlisted by the Sustainable Wedding Alliance before going to the judging panel.
- 3.2. If there are less than three entries for a category, the Sustainable Wedding Alliance reserve the right to withdraw the category.
- 3.3. The Sustainable Wedding Alliance and Judges may contact you/and or your suppliers and/or clients to confirm references, or that activities have taken place as described.
- 3.4. The length of the shortlist will be dependent on the number of entries and is likely to vary by category, but should be no more than ten.
- 3.5. All shortlisted Entrants will be informed that they have been shortlisted week commencing 4<sup>th</sup> December 2023.
- 3.6. All unsuccessful Entrants will be contacted on or before 4<sup>th</sup> December 2023.
- 3.7. Shortlisted Entrants will be given priority access to the awards ceremony
- 3.8. The Judges will independently score the applications according to the detailed weighted criteria points.
- 3.9. The Sustainable Wedding Alliance and/or the Judges reserve the right to transfer your entry to another category if it is deemed more suitable and dependant on level of entries per category.
- 3.10. If your entry is shortlisted, you will be notified according to the programme timeline on the website, via the email address on the application form. Shortlisted entries may also be notified live on Instagram, using the profile provided in the application form, unless requested otherwise.
- 3.11. All shortlisted Entrants will automatically be invited to attend the Award Ceremony and be given priority when booking tickets.
- 3.12. The Shortlist will be published on the website and social media shortly after notifications are sent out.
- 3.13. The Judging Panel will consist of independent professionals across a variety of sectors.
- 3.14. Judges will be selected to decide on specific categories whereby there is the least chance of a conflict of interest. In the event of a conflict, the Judge will abstain from taking part in the scoring of the entry and may be reassigned to a different category.
- 3.15. The Judges will select a winner for each category, and up to two highly commended finalists.
- 3.16. The Judges' decision is final and the entrants must not correspond with Judges, prior to the judging process, about the Awards, or try to influence their decisions.
- 3.17. Under no circumstances will winners be announced or leaked prior to the Award Ceremony.
- 3.18. All applications will be provided with summarised feedback from the Judges, which will be made available on request, after the Award Ceremony.

### 4. PUBLISHING OF CONTENT

- 4.1. The 150-word summary and application video, or elements of the video may be used as part of the Awards Programme and promotion, should the application be shortlisted. Please ensure that the content supplied can be used in the public domain.



- 4.2. The Sustainable Wedding Awards will use the Business name provided within the application for the Awards. The Sustainable Wedding Awards will not be responsible for errors made by the entrant and the cost of any resulting new certificate and/or award will be at the cost of the winning entrant.
- 4.3. Winners and Shortlisted candidates may be asked to participate in promotional activities during and after the Awards Ceremony which will include photography, video, press and social media. By entering, the applicant gives their consent for the Sustainable Wedding Awards and any supporting companies to use this material (not marked as confidential) without prior notice or compensation. Applicants who do not wish for material to be used should notify the Sustainable Wedding Awards prior to the announcement of the shortlist.

## 5. MISCELLANEOUS TERMS & CONDITIONS

- 5.1. The Sustainable Wedding Alliance reserves the absolute right to exclude from consideration any application which, in its view, is either not consistent with the principles of purpose-driven sustainability, or whose inclusion might constitute a reputational risk to the Sustainable Wedding Alliance and those associated with it.
- 5.2. The Sustainable Wedding Alliance accepts no responsibility for entries that are not received, delayed, incomplete or are lost due to a technical problem.
- 5.3. In return for the Sustainable Wedding Alliance considering an entry, the entrant consents to the Sustainable Wedding Alliance using their entry in connection with the promotion of the Sustainable Wedding Alliance afterwards; including marketing activity for the following years. The Sustainable Wedding Alliance can display any non-confidential entry material in any format along-side the entrant's name.
- 5.4. The Sustainable Wedding Alliance reserves the right to change or discontinue the Awards or any associated event without prior notice due to any reason outside its control (including weather, political or civil unrest, accidents).

If you have any questions, please email [hello@sustainableweddingalliance.com](mailto:hello@sustainableweddingalliance.com)