

# BUSINESS OF THE MONTH

## Nomination / Application Form

Use this form to nominate a business that demonstrates outstanding service, community impact, leadership, and overall excellence. Complete all applicable fields and include supporting materials such as testimonials, photos, news articles, reviews, or letters of support.

### 1. Submission Details

<b>Award Month / Year</b>	<input type="text"/>	<b>Nomination Deadline</b>	<input type="text"/>
<b>Submit To</b>	<input type="text"/>		
<b>Questions</b>	<input type="text"/>		
<b>Email / Upload Link</b>	<input type="text"/>		

### 2. Nomination Type

<input type="checkbox"/> Self-nomination	<input type="checkbox"/> Customer nomination
<input type="checkbox"/> Employee nomination	<input type="checkbox"/> Community member nomination
<input type="checkbox"/> Business association / chamber nomination	<input type="checkbox"/> Selection committee nomination

### 3. Nominator Information

<b>Name</b>	<input type="text"/>		
<b>Organization / Title</b>	<input type="text"/>		
<b>Email</b>	<input type="text"/>	<b>Phone</b>	<input type="text"/>
<b>Relationship to Nominee</b>	<input type="text"/>		
<b>Nominator Signature</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>

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## 4. Nominee Business Information

<b>Business Name</b>	<input type="text"/>
<b>Owner / Manager</b>	<input type="text"/>
<b>Business Address</b>	<input type="text"/>
<b>Phone</b>	<input type="text"/>
<b>Email</b>	<input type="text"/>
<b>Website / Social Media</b>	<input type="text"/>
<b>Business Type / Industry</b>	<input type="text"/>
<b>Years in Operation</b>	<input type="text"/>
<b>Number of Employees</b>	<input type="text"/>

## 5. Eligibility Checklist

- Business is located in or serves the community / service area.
- Business is active and in good standing, as applicable.
- Business has not received this award within the last 12 months.
- Business agrees to be contacted for verification if selected.
- Business may be publicly recognized if selected.
- Nomination includes examples or supporting materials.

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## 6. Nomination Narrative

**A. Why should this business be selected as Business of the Month? Describe strengths, achievements, and positive impact.**

**B. Customer Service and Reputation. Include examples of excellent service, responsiveness, customer care, or notable reviews.**

**C. Community Involvement and Local Impact. Describe volunteerism, sponsorships, partnerships, jobs, mentoring, or other contributions.**

# BUSINESS OF THE MONTH

## 6. Nomination Narrative, continued

**D. Innovation, Growth, Resilience, or Leadership.** Highlight new ideas, improvements, adaptability, expansion, or leadership.

**E. Employee Culture, Inclusion, or Sustainability.** Share workplace culture, training, accessibility, inclusion, safety, or environmental responsibility.

**F. Additional Details or Supporting Examples.** List testimonials, awards, media coverage, photos, web links, or other materials.

## 7. Supporting Materials

- |  |  |
|--|--|
| <input type="checkbox"/> Customer testimonials or letters of support | <input type="checkbox"/> Photos or videos                |
| <input type="checkbox"/> Online reviews or ratings                   | <input type="checkbox"/> News articles or press coverage |
| <input type="checkbox"/> Awards, certifications, or recognitions     | <input type="checkbox"/> Other                           |

**Links / attachment notes**

## 8. Certification and Consent

By submitting this form, I certify that the information provided is accurate to the best of my knowledge. I understand that the Town of Sodus may contact the nominator and/or nominee for verification, and that selected businesses may be recognized publicly through newsletters, websites, social media, press releases, or events.

**Nominator Signature**

**Date**

**Nominee Rep. Signature**

**Date**

**Submit by Email**

Opens your email app with the completed PDF attached or ready to attach, depending on your PDF viewer.