

**Preliminary nomination deadline: Thursday, December 1, 2016\***

In recognition of the small business community's contribution to the American economy, the President of the United States designates one week each year as National Small Business Week. This year it will be April 30 - May 5, 2017.

The SBA Seattle District Office invites you to nominate a local small business and/or an individual or organization dedicated to the small business community. *A company/owner may self-nominate.* SBA's size standards ([www.sba.gov/size](http://www.sba.gov/size)) apply in defining a business as small. Nominees must be residents of the U.S. or its territories, will be subject to background checks, and must comply with federal civil rights laws. Individuals may not be nominated for more than one award category. See award descriptions below for specific nomination eligibility.

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## AWARD CATEGORIES

### National Awards

**Small Business Person of the Year:** Candidates must demonstrate staying power and substantiated history as an established business; with at least three years of business operation. Candidates must also show growth in net worth and business expansion; increased jobs; increased sales; innovativeness of products or services; response to adversity; and, contributions to community-oriented projects. Individuals who have received the small business person of the year award at the state level within the past three years are not eligible. **SBA assistance is required.**

**Small Business Exporter:** Candidates must own and operate a small business engaged in exporting for three years (preferred). Candidates must demonstrate significant increase in export sales; profits and job growth; creative overseas marketing strategies; demonstrates encouragement of other small businesses to export; and cooperation in the creation of export trading companies and/or introduction of unique trading relationships, products, or services. Individuals who have received the small business exporter of the year award at the state level within the past three years are not eligible. **SBA assistance is required.**

### State Awards

**Entrepreneurial Success Award:** Nominee must own and operate a business initially launched as a small business which subsequently developed into a large business *and* must have received SBA assistance to help the business grow. Must have been in business for at least three years. Candidates must demonstrate staying power and substantiated history as an established business. Candidates must also show growth in net worth and business expansion; increased jobs; increased sales; innovativeness of products or services; response to adversity, and contributions to community-oriented projects.

**Millennial Entrepreneur:** Owner must be under the age of 35 by June 1, 2017. Must demonstrate a history of success with growth in sales and profits; and at least three years of business operations. Nominee must also show increased jobs; innovative or creative business methods; and must demonstrate potential for future growth.

**Family-Owned Small Business:** This award honors a family-owned and operated business which has been passed on from one generation to another with *at least a 15-year track record.* Must have a demonstrated history of success with growth in sales and profits; increased employment opportunities for family members; potential for future growth; and volunteer efforts to strengthen family-owned businesses in the community.

**Encore Entrepreneur:** This award honors a business owner who – after the age of 50 – launched a small business and has at least three years of business operations. Nominee demonstrates success through growth; innovative or creative business methods; and potential for future growth. A strong candidate also assists other encore entrepreneurs with self-employment and mentors the next generation of entrepreneurs.

### State Advocate Awards

**Financial Services Advocate:** Outside regular business duties, nominee assists small businesses through advocacy efforts to increase the availability of accounting or financial services for small businesses. The amount and quality of financial assistance provided small businesses and advocacy of legislative or regulatory changes and improvements in the financial services or accounting industries. Nominee may or may not be small business owners.

**Small Business Advocate:** Awarded to those who advocate and promote small business above and beyond the call of their professional duties and responsibilities. Nominee should demonstrate advocacy efforts supporting the cause of minority-owned, veteran-owned and/or woman-owned small businesses.

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**\* Please note this form is only part 1 of a 2 part nomination process. To be considered for an award nominees must complete a full nomination packet. Forms and directions will be provided to them after we receive this nomination form.**

**Nomination Deadline: Thursday, December 1, 2016**  
**Questions? [Desiree.Albrecht@sba.gov](mailto:Desiree.Albrecht@sba.gov) or 206-553-2664**

Please submit this form to the SBA Seattle District Office by **Thursday, December 1, 2016**. Final nomination packets are due to us by **January 10, 2017**.

Submit completed form(s) to the SBA Seattle District Office via mail, e-mail: [Desiree.Albrecht@sba.gov](mailto:Desiree.Albrecht@sba.gov), fax: 202-481-6373, or mail: U.S. Small Business Administration, Attn: SBW 2017, 2401 Fourth Avenue, Suite 450, Seattle, WA 98121

**NOMINEE INFORMATION**

<b>Name</b>	
<b>Title</b>	
<b>Company Name</b>	
<b>Business Address</b>	
<b>Phone</b>	
<b>E-mail</b>	
<b>Website</b>	

Provide a short description of the business and biography for the business owner(s). Overcame obstacles/adversity? Participation in community, projects, charities? Job creation? Increase in sales? Growth? Any notable advancement made by the small business or advocate? SBA assistance? What makes this nominee stand out?

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**NOMINATOR'S INFORMATION**

Same as above

<b>Name</b>	
<b>Title</b>	
<b>Organization</b>	
<b>Work Address</b>	
<b>Phone</b>	
<b>E-mail</b>	

The nominee will be notified of their nomination and asked to complete a candidate's package with supporting documentation to be eligible for competition. Winners from each category will be recognized at the annual Washington State Small Business Awards Gala – a BIG night for small business – held in Seattle, May 3, 2017 during National Small Business Week.

Rev: 10/2016

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