**IMPORTANT NOTE:** This document is a guide only, please be sure to include any additional information which may strengthen your position in the Australian Road Safety Awards.Supporting material should not exceed 20 A4 pages in length. All supporting material must be referenced within your submission form.

**SUBMISSION OF FILES:**

* This form MUST be submitted as a WORD or PDF Document ONLY
* Images and supporting documents can be submitted as PDF or Jpeg
* Files should not exceed 10MB

**Once your submission is complete, please email it along with any supporting documents to** info@arsf.com.au

**KEY DATES:**

**Nominations close: 10th December 2019 at 17:00 AEST**

**Submissions close: 16th January 2020 at 17:00 AEST**

**Awards Function: March 2020**

**It is important that when listing Organisation and/or Program names that you ensure they are correct as you would like to see them published. Organisation and Program names may be published on ARSF and Partner:**

* **Websites**
* **Social Media**
* **Media releases**
* **Trophies (for Award recipients)**

If you have multiple projects/programs they must be submitted on separate Awards Submission Forms.

Please indicate below which category/ies you would like to submit your project/program. In some cases, one project/program may be eligible for consideration in more than one category.

|  |  |
| --- | --- |
| **[ ]  Community Program Award** | **[ ]  School Programs Award** |
| **[ ]  Indigenous Road Safety Award** | **[ ]  Innovation Award**  |
| **[ ]  Corporate Fleet Safety Award** | **[ ]  Local Government Initiatives Award** |
| **[ ]  State Government Initiatives** | **[ ]  Technology Award** |

**DETAILS OF THE PERSON SUBMITTING THIS FORM:**

|  |  |
| --- | --- |
| **Organisation Name** |  |
| **Contact Full Name**  |  |
| **Contact Phone**  |  |
| **Mobile Phone** |  |
| **Email Address**  |  |

**DETAILS OF THE ORGANISATION/PROGRAM SUBMISSION:**(The following are the details that will be published by ARSF)

|  |  |
| --- | --- |
| **Organisation Name** |  |
| **Program Title/Name** |  |
| **Contact Full Name**  |  |
| **Contact Phone**  |  |
| **Mobile Phone** |  |
| **Email Address**  |  |
| **Business Address 1** |  |
| **Business Website** |  |

**PROGRAM DETAILS:**

1. **In 200 words or less, please provide a brief overview of the program.
(This information may be published in ARSF Awards material)**

|  |
| --- |
|  |

1. **In more detail, please explain how the project was administered. Include detail such as the main processes used, set up, resources required and frequency of delivery.**

|  |
| --- |
|  |

**PROGRAM IMPACT OF ROAD SAFETY:**

1. **Provide details of when the program was started. Please include the reasons why it was implemented in the first place (key motivating factors behind the decision to implement it).**

|  |
| --- |
|  |

1. **Please provide detail on the outcomes of the program, and how they were measured. Include all specific detail here such as the number of people engaged or impacted and if applicable the mediums that were used to reach them and the number of locations at which the program was delivered.**

|  |
| --- |
|  |

1. **If you are submitting your project for consideration in more than one category, please provide a brief sentence for each category, explaining why your project belongs to it.**

|  |
| --- |
|  |

**REFEREES:**

Please provide details of at least one reference (two would be preferable).

Reference 1

|  |  |
| --- | --- |
| Full Name |  |
| Company |  |
| Position |  |
| Telephone |  |
| Email |  |

Reference 2

|  |  |
| --- | --- |
| Full Name |  |
| Company |  |
| Position |  |
| Telephone |  |
| Email |  |

**TERMS AND CONDITIONS:**

To be eligible to enter the Australian Road Safety Awards, you will be required to meet the following conditions of entry.

1. Applicants must agree to their organisation being profiled in the media. The winners may receive publicity through participating media organisations.

2. All applicants must have an operating business premise / office or franchise within Australia.

3. Entries will only be deemed valid once all details on the submission form are fully completed.

4. Agree to supply additional information or verification of information supplied if requested by the judging panel.

5. Media sponsors and major supporters are eligible to enter the awards. However, they will not be eligible to enter in a specific category of which they are a sponsor.

6. In the event of a dispute, the decision of the judges is final, and no correspondence will be entered into.

7. Entries will close at 17:00 (AEST) on 16 January 2020. All entries must be received before or on this date/time in order to be accepted.

I acknowledge that I have read the Awards Entry Terms & Conditions and agree to abide by them. I certify that all information submitted is true and correct and that any information provided by me will be used in accordance with the Awards [Privacy Policy](http://www.businessawards.com.au/eforms/2011/privacy.php).

**SIGNED DATE**