



RESERVE BANK OF VANUATU

2019 MSME Awards BUSINESS NOMINATION FORM

Instructions

- i. Fill in form
- ii. Attach requested documents (pictures, etc.)
- iii. Submit form:
 - Via the reception desk at the Reserve Bank in an envelope marked “Confidential MSME Award Application” and addressed to the Financial Inclusion Unit.
 - Via email to: abaniuri@rbv.gov.vu or jpeter@rbv.gov.vu
- iv. All nominations must be received by **5pm, Friday 20 September 2019**

Important Note:

- i. This year 2019, awards will be given to Micro and Small enterprises only. Their definition are as below.
 - Micro Enterprise: A business that has an annual turnover of less than VT 4 million with 1 to 5 employees
 - Small Enterprise: A business with an annual turnover of less than VT 50 million with 6 to 20 employees
- ii. MSME in this paper content refers to Micro and Small businesses only.
- iii. Youth category is within the age range of 15years to 30 years
- iv. *Please fill in one form for EACH category*

PART A: NOMINATOR DETAILS

Name: _____

Organization you represent: _____

Address: _____

Telephone: _____

Email Address: _____

PART B: NOMINEE BASIC DETAILS

Name: _____

Address: _____

City / Town: _____

Province: _____

Contact Person (Attach a picture to the form): _____

Telephone Number: _____



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Email: _____

PART C: CATEGORY OF AWARD

From the list below, select the category of award you are nominating this MSME for:

- Manufacturing
- Services
- Agriculture
- Youth in Business
- Product Innovation
- Women in Business

PART D: MSME PRODUCT DETAILS

In less than 300 words, describe the type of product developed / produced / manufactured or service operated including any supporting documents. (pictures, brochures, etc.)



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PART E: MSME OPERATIONAL DETAILS

Item	2015-2016	2016-2017	2017-2018	2018-2019
Original Investment in plant/machinery/equipment (VT)				
No. of employees				
Value of Annual sales of Products/services/job work (VT)				
Net Profits (VT)				

PART F: REASON WHY THE MSME SHOULD GET AWARDED

- i. In 300 words or less please describe why your application deserves to be considered for the category that you have applied for:



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- ii. In 300 words or less describe how local innovation and creativity has helped you overcome challenges and how your business is contributing towards inclusion and sustainability in general.

Signature: _____ Date: _____

Thank you for completing this nomination form. Please submit it, along with any additional documents, brochures and customer reviews that support your application per the submission details in the instructions.

Disclaimer:

- 1. All information provided in the nomination form will be used solely for evaluating applicant institutions according to the parameters decided by the Panel of Judges.*
- 2. All the documents submitted towards completion of the nomination forms are the property of the Awards Secretariat.*
- 3. Panel of Judges decision will remain final and binding. Every effort will be made to ensure that due consideration is given to all the applications received.*