

ORGANISED BY

TRADEMALTA 

STRATEGIC PARTNER



ENDORSED BY



OFFICE OF THE PRIME MINISTER



MINISTRY FOR FOREIGN AFFAIRS
AND TRADE PROMOTION

MALTA

INTERNATIONAL
BUSINESS
AWARDS

2 0 2 4



ENTRANT GUIDE





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FOREWORD FROM THE
**CHIEF EXECUTIVE
OFFICER**

OVERVIEW

Entering the awards will raise the profile of your organisation amongst the Maltese business community, the general public and internationally. The following are some key facts potential entrants should be aware of:

- The Malta International Business Awards are endorsed by the Office of the Prime Minister;
- The application process is rigorous and entrants are advised to allow ample time to complete the online application;
- Entrants are urged to submit clear and concise information. The use of charts, tables, images and other illustrations is advisable;
- Entrants should include as much evidence as possible of their achievements, in line with the sub-criteria explained in this document;
- Category winners will be given the opportunity to use the award logos in their marketing campaigns and stationery;
- Entrants will be asked to submit information about their international business and strategy and achieved results. The request for information for each award is categorised, as follows:
 - Overall performance, including financial results and investments. Entrants must submit audited accounts for the past three years. Where necessary, documents must be certified by an auditor, an accountant or a competent authority to attest to their veracity.
 - Detailed information about market knowledge and international marketing efforts, being undertaken through your Malta office.
 - Detailed information about capacity building, including human resource development, and innovation within your product or service.

RULES AND REGULATIONS

- Participants can enter one or more award categories.
- All applications must be submitted online at www.trademalta.org.
- Participants must use the provided online templates.
- Only online and paid-up applications will be processed.
- Participants are kindly asked to follow the instructions within the online forms carefully.
- Participants are advised to keep a copy of this Entrant Guide (the awards criteria, definitions and scoring sheets) handy whilst submitting their applications.
- In the first phase, applications will be scored by a team chaired by an external independent person, TradeMalta executives and Grant Thornton auditors who will evaluate all applications to:
 - ensure compliance with the application process;
 - score all entries according to the criteria in this Entrant Guide; and
 - shortlist three finalists within each award category.
- TradeMalta will produce a short company video of each finalist company within every category.
- In the second phase, finalists will be invited to do a presentation to a judging panel, who will make a final decision on the successful companies for each award category. The judging panel will be made up of persons with the necessary expertise, experience and independence.
- The winners of each award will be announced on the night of the event, that is, on the 10th of November 2017.
- A non-refundable fee of Euro 295 including VAT, per submission, is applicable.
- All information received will be treated in strict confidence.

For any queries please contact TradeMalta at info@trademalta.org or call 2247 2400
For more information kindly refer to www.trademalta.org

KEY DATES

- Entries open on 15 May 2017.
- Participants must submit their applications by 5pm on Friday 14 July 2017.
- Finalists are announced by mid-October 2017.
- Winners are announced at an Awards ceremony on 10 November 2017.

METHODOLOGY

This document has been compiled through extensive desk research and in consultation with other Trade Promotion Organisations. TradeMalta has sought permission to use or modify existing criteria used in other international awards programmes.



MALTA INTERNATIONAL BUSINESS AWARDS

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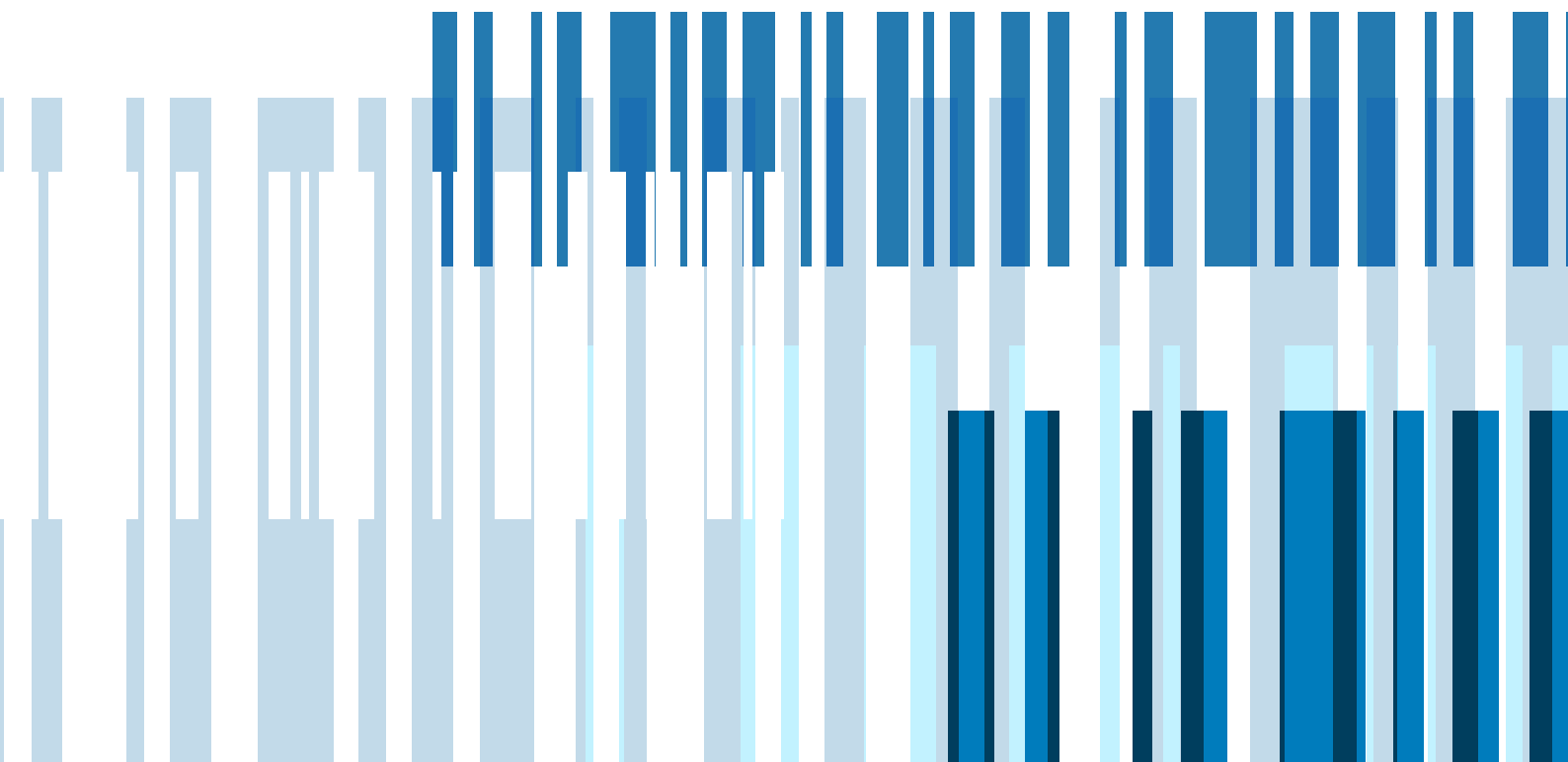
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