PEOPLE IN LAW \ AWARDS 2021

ENTRY FORM GUIDELINES

FOR **BEST INDIVIDUAL CONTRIBUTION** ENTRIES ONLY.

Please note, this PDF serves only as a guide to the information required for an entry. Entries can only be submitted online by using the official online entry system.

Please nominate, and make a case for, an established individual working within legal HR who has made a contribution to your department, firm or the wider industry within the last year. (Nominations for those who have recently joined the sector might be better served in the 'Rising Star' category.)

Self-nominations will not be accepted but the nominee can help by providing details for this form, as required. By submitting this form, the nominator declares that the nominee has agreed to be nominated for this award.

Our judges are looking to recognise an individual who meets one or more of the following criteria:

- Has delivered a project or initiative that has made a significant impact to the success of your department, firm or the industry at large within the last year.
- Has demonstrated exceptional skills in their role.
- Has succeeded in a role or project in the face of notable adversity.
- For some other reason, can justly be seen as a model for colleagues and the legal HR sector at large.

Note: no nomination longer than 1000 words will be considered.

SUPPORTING MATERIAL

It is the entrant's responsibility to ensure they have (written) permission from any owner of the supporting material they are wishing to upload.

Please upload any supporting documents (you may upload more than one file by zipping them together).

ENTRY RULES

These awards aim to recognise exceptional work by HR teams in law firms across the UK and Ireland. Entering a category shouldn't be difficult or time-consuming.

In general though, every entry should clearly state what you do (or did), and why it was exceptional or beneficial to your firm. If you've got any statistics that add weight to your case, it's best to include them too.

The judges will give special consideration to effectiveness, originality, return on investment and best practice.

To be eligible, work must have been carried out between February 2020 and March 2021.

WHO CAN ENTER?

Entries are accepted from law firms across the UK and Ireland. Service providers may assist in compiling entries but cannot submit these on behalf of clients.

FEES, DEADLINES AND ANNOUNCEMENTS

Entry fee is **£150 +VAT per entry.**

All entries must be received by **5pm** on **Friday 9th April 2021.**

If your entry has been shortlisted, you will be informed by email week commencing **10th May 2021**.