

### SGF Healthy Living Store of the Year

This will be presented to the store that has best supported the SGF Healthy Living Programme during 2013. This will include use of point of sale material, promotional support and strong merchandising techniques. An attractive and successful fresh fruit and vegetable business is essential and some progress with other healthier products will be a consideration.

Stores should submit the following information on entry:

- A brief narrative of the importance of fruit and veg to the store, indicating sales performance versus previous years, promotional policy, staff training policies as well as other relevant comments
- A photograph of your standard display
- Photographs of any additional displays including stands.

*Note: This award is open to all SGF Retail Members.*

### SGF Healthier Option Retailer of the Year

This award will highlight the store deemed to offer the best range of other "healthier" products in addition to fruit and vegetables. Applicants must offer products which comply with "healthier" options as recommended by the SGF Healthy Living Programme and will again include the use of point of sale material, promotional support and strong merchandising techniques.

To apply, stores must submit the following information:

- A brief narrative outlining the success of these products and any promotional activity carried out and the results thereof.
- A list of products sold in your store that could be described as "healthier"
- Photographs of any appropriate display(s).

*Note: This award is open to all SGF Retail Members.*

### SGF Responsible Retailer of the Year

Most stores are compliant and most operators would consider themselves to be responsible, however we are looking for a retailer that goes the "extra mile" to demonstrate that they are responsible through signage, the positioning of that signage and the general attitude of management and staff in relation to compliance policies.

Stores should submit the following information on entry:

- A brief narrative demonstrating knowledge of customer facing compliance issues and offering a recent example of dealing with a "situation".
- Why you feel being a responsible retailer is of importance to your business.
- Photograph(s) of appropriate compliance signage within your store.
- A photograph of the last page of your Refusals Register.

*Note: This award is open to all SGF Retail Members.*

### SGF Environmentally Aware Retailer of the Year

Environmental issues are an increasing factor in all our stores, and we're looking for a store which has taken that extra step to help their business, whether that be reducing their energy bills or CO<sup>2</sup> gas emissions, reducing water usage, waste management systems or encouraging the use of reusable carrier bags.

When applying please submit the following information:

- A narrative outlining action taken in the last three years which has had a favourable effect on environmental issues relative to the store.
- A statement of improvements made in the store.
- Photographs of any improvements within the store.

*Note: This award is open to all SGF Retail Members.*

### SGF Award for Business Innovation

This award will be presented to the retailer who has shown the most professional and effective approach to business with tangible success from specific initiatives.

Stores should submit the following information on entry:

- An explanation of any such initiatives, including specific plans within an overall business plan for the store/business.
- Any relevant photographs.

*Note: This award is open to all SGF Retail Members.*

### SGF Store Manager of the Year

This award will be presented to the store manager, or owner, who displays the greatest knowledge of, and enthusiasm for, the store, the competition and the sector.

When applying please submit the following information:

- A brief narrative giving details of the extra lengths the store manager/owner will go to drive the business.

*Note: This application should be made by others, such as a colleague, area manager, supplier etc., based on their knowledge of the store manager/owner and his/her personality.*

### SGF Supplier of the Year

This award will be presented to a supplier who has offered significant support towards the development of the convenience store sector throughout 2013.

Suppliers will not be nominating themselves, however will be nominated by members of the SGF National Executive, giving their reasons why they think a particular company should receive the award.

### SGF Store of the Year

This award will be presented to the store which stands out amongst all others in terms of extremely high standards in all relevant areas of the retail environment.

To apply, stores must submit the following information:

- A brief narrative to highlight any aspects you feel deserve the "Store of the Year" status.
- Photographs of the general store from the customer entrance plus specific area shots from within the store.

*Note: This award is open to all SGF Retail Members and can be nominated by the store or by others from within the industry.*

# RETAIL EXCELLENCE AWARDS 2013

## Terms & Conditions

All entries must be received at SGF no later than **Friday 14<sup>th</sup> June**.

Entries can be submitted by e-mail to [sgf@scotgrocersfed.co.uk](mailto:sgf@scotgrocersfed.co.uk) or by post to *SGF Awards, Scottish Grocers' Federation, Federation House, 222 Queensferry Road, Edinburgh, EH4 2BN.*

All entries will be shortlisted by our judges and the top 4 nominations from each category will be invited to attend the SGF Conference on Thursday 10<sup>th</sup> October, at which time the winner will be announced.

As this is our inaugural event, we would urge all members to get involved. We have a very high standard of stores within membership of SGF, so expect this to be a very interesting challenge for the judges when selecting the winners.

**We at SGF are very excited to announce our inaugural SGF Retail Excellence Awards.**

SGF is your representative trade body, and although we appreciate that there are other valuable awards presented within our marketplace, we felt that there is no-one better qualified to host, judge and present awards than ourselves. Putting that into practice, we will be presenting awards which reflect the values which SGF stands for!

But of course, an awards programme is only as good as its applicants!

Not only can you nominate your own store, but you can also nominate other stores you feel worthy of entering the programme.

Suppliers are free to nominate retailers for this programme.

**Do you wish to be considered for one or more of the categories in the inaugural SGF Retail Excellence Awards? All you have to do is select one or more category and provide the details requested, as noted in this document.**

A separate entry per category is required.

For each category, entries will be judged, by an independent panel, to arrive at a short list of stores to be visited for viewing and discussion, to arrive at a winning store.

The top four stores will be invited to the **SGF Annual Conference in Edinburgh on Thursday 10<sup>th</sup> October 2013** where the SGF Retail Excellence Awards will be presented.

*Please see inside for details of each category and how you should apply.*