## South West Fair Trade Business Awards Entry Criteria Conference Centre or Visitor Attraction

Who is this category for? Best Conference category is for any South West visitor attraction or conference facility centre.

What counts as Fair Trade? There are a number of Fair Trade certification schemes that our judging panel will consider in their appraisal of your application. These include Fairtrade, Fair for Life, Fair Wild and WFTO, and other third party audited schemes that honour a Fair Trade minimum price and premium. If you're unsure whether the products you're using qualify, please get in touch by emailing <u>awards@bristolfairtrade.org.uk</u>.

**How our judges will consider your application:** In venues, our judges will expect to see use of Fair Trade products in your visitor or client facing settings and evidence of visitor or client engagement on Fair Trade campaigns and values. They will also consider internal use of Fair Trade products and staff engagement with Fair Trade campaigns and values. Take a look at <u>this blog</u> for inspiration on creative engagement with Fair Trade.

**Returning applicants:** Make sure you tell our judges about anything new you're doing since your last application; this will help them see how support of Fair Trade is developing in your organisation.

**Keep it relevant!** When filling out your application, read the questions carefully and ensure that your answers are relevant, focussing on Fair Trade, unless otherwise requested.

The following table outlines what you'll need to demonstrate when you <u>complete your application</u> for Best South West Fair Trade Conference or Visitor Attraction.

	Bronze	Silver	Gold
Purchasing	At least 30% of the products	At least 50% of the products	At least 90% of the products
	you use in your service or sell	you use in your service or sell	you use in your service or sell
	(where relevant) are Fair	(where relevant) are Fair	(where relevant) are Fair
	Trade (where a Fair Trade	Trade (where a Fair Trade	Trade (where a Fair Trade
	version of those products	version of those products	version of those products
	exists).	exists).	exists).
		At least one other Fair Trade	More than one other Fair
		product relevant to you is	Trade product relevant to
		used internally eg. Fair Trade	you is used internally eg. Fair
		work wear	Trade work wear
Communication	Staff understand the benefits	As for Bronze, plus Fair Trade	As for Bronze and Silver, plus
	of Fair Trade, and can tell	is actively promoted to your	Fair Trade is clearly
	your visitors or clients about	visitors or clients through	supported on your website
	Fair Trade in your business	your communications	or in other organisation-wide
	and explain its impact.	channels.	communications material.
Management	Support for Fair Trade has	As for Bronze, plus Fair Trade	As for Bronze and Silver, plus
	been formally agreed at	is explicitly supported in the	all staff understand the
	management or director	organisation's CSR policy or	organisation's commitment
	level.	equivalent statement of	to Fair Trade.
		values.	
Community	The organisation actively	As for Bronze, plus the	As for Bronze and Silver, plus
	supports community Fair	organisation sponsors,	staff are involved in
	Trade events and campaigns.	arranges or is involved in one	supporting Fair Trade events
		or more Fair Trade event per	and campaigns.
		year.	

