



RULES

I. Who is eligible to apply/be nominated for the Canadian Fairtrade Awards?

- Any operator or partner using the FAIRTRADE Mark* with sales or promotional activity in Canada.
- Private labels of Canadian licensees and U.S. traders selling in to Canada.
- Only Fair Trade designated/recognized Programs (Town, Campus, School, Event, Workplace, Faith Group, Ambassador) are eligible for the Award of the Year in their specific category. Fair Trade Programs must have submitted their yearly renewal if it was due in order to be eligible.
- Members of Fairtrade Canada.
- Fairtrade Canada volunteers.
- A previous year's Canadian Fairtrade Awards winner.

Note: In order to be eligible, you only need to meet at least one of the abovementioned criteria.

Note: A nominee can apply for - and win in - more than 1 Award category.



* only the current FAIRTRADE Mark as represented by the international Fairtrade system is eligible

II. Who is not eligible to apply/be nominated for the Canadian Fairtrade Awards?

- Fairtrade Canada staff and Fairtrade Canada Board of Directors members, their affiliations or organizations.
- Contracted partners or suppliers of Fairtrade Canada.
- Applications containing the sale or promotion of non-Fairtrade certified products represented by older or unaffiliated certification schemes (* only the current FAIRTRADE Mark as represented by the international Fairtrade system is eligible).
- Current judges that are evaluating 2017 applications.

Note: Groups and individuals who have won the last 2 years in a row in the same Canadian Fairtrade Awards category are not eligible for that specific Awards category. They can however apply to other Awards categories, and will be eligible to apply again next year.

III. Applications/nominations

- Any organization or individual including the members of Fairtrade Canada can nominate an eligible organization, individual and/or themselves and submit an application(s).
- Fairtrade Canada and the Fairtrade Canada Board of Directors can encourage an eligible organization or individual to nominate themselves, but cannot submit an application on their behalf with the exception of the *Fairtrade Lifetime Achievement* application.



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- Fair Trade Programs (Town, Campus, School, Event, Workplace, Faith Group, Ambassador) must fill out the Canadian Fairtrade Awards application provided for their category. No other forms (such as Fair Trade Program annual renewal form or Fair Trade Program application form will be accepted). Only Programs who have completed the annual renewal form (if due) are eligible.
 - For the content comprised in application, the eligibility period is from July 1 2016 to June 30 2017*.
 - **The final day for receipt of applications is October 15, 2017 at 11:59PM PST.** No late applications will be accepted.
 - Only applications that are submitted in the Word document form provided will be considered. Including the instructions page, the application should not be more than 4 pages long. If the completed application form is longer, judges will stop reviewing after the 4th page. Judges will consider no more than 5 photos (in jpg, gif or png files). No external links will be reviewed.
- *Note:** The time period for consideration in the Event of the Year category is November 1, 2016 to October 1, 2017.

IV. Judging

- A Canadian Fairtrade Awards sponsor can also be a Canadian Fairtrade Awards judge.
- All Award categories are independently judged by the Canadian Fairtrade Awards judging panel except the *Lifetime Achievement Award* – this Award is judged jointly by Fairtrade Canada's Executive Director and the Canadian Fairtrade Awards Committee.
- The same individual cannot be a judge 2 years in a row.