

2026 CM Business Awards - Business Application Form

Form Preview

Introduction

Things to Note

- 1.This application is to be used to nominate a business in the 2026 CMBA.
- 2.Please note there are separate application forms for **Employee of the Year** and **Apprentice of the Year**.
- 3.Some responses have minimum and maximum word limits. If needed, you may attach supporting documents at the end of the application.
- 4.The awards team may move your application to a different award category if it is considered a better fit.
- 5.All applicants are required to complete the **Sustainability** and **Community Minded** sections. Responses to these questions will be used to determine the winners in the Sustainability and Community Minded awards.
- 6.If you wish to enter the Young Entrepreneur of the Year category, in addition to your relevant category, please tick yes when asked this question and you will be directed to additional questions to answer.
- 7.After creating a SmartyGrants login and starting an application, you can save your progress and return at any time up until the closing date (28 June 2026).
- 8.Incomplete applications will not be assessed.
- 9.Businesses selected as finalists may be required to meet with judges at an agreed location, as part of the judging process.
- 10When responding, please read and follow the hint provided at the bottom of each answer box.

Applicant Details

* indicates a required field

Business name *

Business ABN (IF APPLICABLE)

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed

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ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Enter your ABN if you have one. This will automatically populate your business details from the Australian Business Register. If you do not have an ABN, leave this field blank.

Business address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Business web address

Must be a URL

APPLICANT CONTACT DETAILS *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Provide details for the primary contact person for this application. This person should be able to respond to questions from the awards team.

Position held *

e.g. Business owner, CEO, General Manager etc

Contact telephone number *

Contact email address: *

Would you like to add a second contact person to the application?

- YES
 NO

Second Contact for Application

Contact Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Add a second contact if there is another person the awards team may need to contact about this application (for example, if the primary contact is unavailable).

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Position held *

Contact number: *

Contact Email *

Must be an email address

Second Email, if relevant

Must be an email address.

Application category

Please tick which category you would like to enter: *

- MANUFACTURING AND TRADES (open to any business involved in manufacturing, fabricating, processing, or value-adding, or providing a trade service)
- PROFESSIONAL SERVICE - BUSINESS (open to any business providing professional services to the general public or to other businesses)
- PROFESSIONAL SERVICES COMMUNITY SMALL (open to any business that does not provide a return to stakeholders. Those businesses may trade in surplus as long as no person/s or organisation is paid a dividend. Examples include aged care services, hospitals and educational facilities. Less than 100 FTE)
- PROFESSIONAL SERVICES COMMUNITY LARGE (open to any business that does not provide a return to stakeholders. Those businesses may trade in surplus as long as no person/s or organisation is paid a dividend. Examples include aged care services, hospitals and educational facilities. More than 100 FTE)
- AGRIBUSINESS (open to any business providing goods and/or services within the primary industries (viticulture, horticulture, dairy, livestock etc.), or who value-add to agricultural products)
- NEW BUSINESS (open to any new business that commenced operations in the past three years)
- HOME-BASED BUSINESS (open to any business where the proprietor's residence is also the principal place of business)
- TOURISM AND EVENTS (open to any business offering goods or services within the tourism industry)
- HOSPITALITY (open to any business providing food (hospitality), accommodation or entertainment services)
- HEALTH AND WELLBEING (open to any business providing Health and Wellbeing services to the community)
- RETAIL (open to any business selling products directly to the general public)

Select the category that best reflects your main business activity. If your business delivers activities across multiple areas, choose the category that most closely matches your core operations. Category definitions can be found on the website - <https://www.campaspemurraybusinessawards.com/>

Do you agree to the awards team changing your category selection, should they deem a different category more suitable? *

- YES
- NO

Tick "Yes" to allow the awards team to move your application to a more suitable category if required.

**Would you like to be considered in the Young Entrepreneur of the Year Award?
This Award is open to any person under the age of 35 who has started and is**

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running their own successful business. Applicants will be assessed using the information provided within this form, plus a few additional questions. *

- YES
- NO

About your business

* indicates a required field

About your business

Provide a brief overview of your business and its operations, including what you do, who you serve, where you operate, and how you deliver your products/services (e.g., key activities, channels, team/structure, and any seasonal or peak-period considerations). *

Must be between 50 and 250 words.

Explain what your business does, who your customers are, where you operate and how you deliver your products or services. Assume the judges have no prior knowledge of your business. Avoid jargon and clearly explain anything that may not be obvious.

How long has the business been in operation, and what have been the key milestones in your journey to date (e.g., growth, expansion, new products/services, major achievements)? *

Word count:

Must be no more than 250 words.

Briefly outline how long the business has operated and highlight key milestones such as growth, expansion, new services, awards or major achievements.

Do you have a current, documented business plan (or equivalent), and is it reviewed regularly? *

Word count:

Must be no more than 250 words.

Indicate whether you have a current business plan (or similar planning document) and whether it is reviewed regularly. If yes, attach it. Documents remain confidential and are used only for judging.

How many (full time equivalent) staff do you employ? *

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Word count:

Must be no more than 200 words.

Provide the total number of full-time equivalent staff. If staff numbers vary during the year, briefly explain any seasonal or peak-period changes.

What is your business's key point of difference in the market, and how does it create value for customers? Please describe what you do differently (products/services, capability, quality, experience, delivery model, etc.) and provide one example of the impact or result achieved. *

Word count:

Must be between 50 and 250 words.

Describe what sets your business apart from competitors and how this benefits customers. Include one clear example showing the impact or result achieved.

Identify three key factors that have driven your business's success over the past 12-24 months. For each factor, briefly describe what you implemented and the outcome achieved (e.g., growth, efficiency, customer outcomes, staff retention, safety, community impact). *

Word count:

Must be between 50 and 250 words.

Identify three factors that have contributed most to your business's success in the past 12-24 months. For each factor: What did you do? What changed or improved as a result?

How do you measure and review business performance? Please outline the key indicators you track (financial, customer, people, operations), how often you review them, and how insights are used to improve decision-making and outcomes (include one example of a change made as a result). *

Word count:

Must be between 25 and 250 words.

Explain how you track and review business performance (for example, financial results, customer feedback, staff metrics or operational data). Include one example where reviewing this information led to a change or improvement.

What are your business's short-term (next 12 months) and long-term (2-5 years) goals? For each, explain how you measure progress (targets, milestones, KPIs) and how you report, review, and adjust your approach to stay on track. *

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Word count:

Must be no more than 250 words.

Outline your short-term (next 12 months) and long-term (2-5 years) goals. For each, explain: How you measure progress How results are reviewed How you adjust if things are not on track

How do you define and deliver excellent customer service in your business? Please describe the systems and practices you use (training, standards, feedback, service recovery, accessibility, etc.) *

Word count:

Must be between 25 and 250 words.

Describe how you deliver high-quality customer service, including training, standards, feedback and accessibility. Where possible, include evidence such as testimonials, repeat business, reduced complaints or customer satisfaction results.

How do you manage workplace health and safety in your business? Please outline your approach to identifying and controlling risks, training and supervision, incident reporting/learning, and compliance. *

Word count:

Must be between 25 and 250 words.

Explain how you manage health and safety risks in your business. Include training, supervision, incident reporting and compliance. If relevant, include an example of an improvement made and the outcome achieved.

What actions have you taken to improve inclusion and accessibility for customers and/or employees? Please describe the initiatives implemented, who they support (e.g., disability access, cultural safety, flexible work, inclusive recruitment), and the outcomes or benefits achieved.

Word count:

Must be no more than 250 words.

Describe actions taken to support inclusion and accessibility for customers and/or staff. This may include disability access, flexible work, cultural safety or inclusive recruitment. Explain who benefits and the outcomes achieved.

Describe how your business demonstrates a strong commitment to sustainable practices and minimises the environmental impact of your operations. In your response, outline your sustainability approach (strategy and goals), the key actions you have implemented, and how you measure results or improvements over time. *

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Word count:

Must be no more than 300 words.

Explain how sustainability is built into your business. Consider: Your approach, goals or policies
Practical actions (e.g. waste, water, energy, fuel, carbon) How you measure results or improvements over time Include evidence of outcomes or innovations where possible.

Describe how your business has used technology and/or innovation to improve customer outcomes, efficiency, quality or growth over the past 12-24 months. Outline the initiative(s), why you introduced them, and how you measure success (e.g., KPIs, cost/time savings, productivity, sales growth, customer satisfaction). *

Word count:

Must be no more than 250 words.

Describe how technology or innovation has improved customer outcomes, efficiency, quality or growth over the past 12-24 months. Explain why you introduced it and how success is measured (e.g. cost savings, time savings, sales growth, customer feedback).

Describe how your business supports and engages with the local community to strengthen social, cultural and/or environmental wellbeing. Include the types of contributions you make (e.g., volunteering, sponsorship, partnerships, in-kind support, events), who benefits, and the outcomes or impact achieved. *

Word count:

Must be no more than 250 words.

Outline how your business supports and engages with the local community. Include examples such as volunteering, sponsorship, partnerships, events or in-kind support, and describe the impact achieved.

What professional development or further education have you and/or your staff completed in the past 12-24 months, and how has it improved your business? Briefly describe the training, who participated, and the outcomes (e.g., new capability, improved service quality, compliance/safety, productivity, staff retention). *

Word count:

Must be no more than 250 words.

Describe any training or professional development completed by you or your staff in the past 12-24 months. Explain who participated and how it improved capability, service quality, safety, compliance or retention.

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Please provide any additional information that you believe will strengthen your application, particularly evidence or examples not already covered in your earlier responses (e.g., major achievements/awards, measurable results, customer or community impact, testimonials, partnerships, or significant challenges overcome). You may also include relevant web links, if applicable.

Word count:

Must be no more than 250 words.

Use this space to include any important information not already covered. This may include awards, testimonials, measurable results, partnerships or significant challenges overcome.

Tourism Category

* indicates a required field

What makes your event or tourism experience distinctive, and how has this translated into positive visitor outcomes over the past two years? *

Explain what makes your tourism experience or event unique and how this has led to positive visitor outcomes over the past two years. Include evidence such as visitor numbers, reviews, repeat visitation or increased spend.

How have you contributed to strengthening the destination's profile, increasing visitation, or improving community outcomes through your tourism or event activity? *

Describe how your activity has strengthened the region's profile, increased visitation or delivered community benefits. Include your role and measurable impacts such as marketing reach, bookings, local spend or jobs supported.

Young Entrepreneur of the Year Questions

* indicates a required field

Please describe how you have demonstrated entrepreneurial leadership in establishing or growing the business. In your response, explain the key decisions you have led, challenges you have overcome, and how your actions have contributed to business performance, innovation, or positive outcomes for customers, staff or the wider community. *

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Word count:

Must be between 100 and 250 words.

Focus on the individual's personal leadership and initiative rather than just business background. Include examples of risks taken, problems solved, innovations introduced or opportunities created, and explain the outcomes achieved.

What is your vision for the future of the business, and how are you working towards sustainable growth and long-term success? Describe short- and long-term goals, how progress is measured, and how you continue to develop your own skills and knowledge as a young entrepreneur. *

Word count:

Must be between 100 and 250 words.

Judges are looking for clarity of vision, planning and learning mindset. Include how goals are set and reviewed, how performance is tracked, and how the nominee invests in their own development (e.g. mentoring, training, networking, leadership development).

Supporting Documentation

Please attach any relevant documents, to support your application.

Attach a file:

A maximum of 6 files may be attached.

Attach any documents that support your responses, such as a business plan, policies, testimonials, reports or media coverage.

Declaration and Privacy Statement

* indicates a required field

Declaration and Privacy Statement

I certify that all details supplied in this application and in any attached documents are true and correct to the best of my knowledge, and that the application has been submitted with the full knowledge and agreement of the management of my business.

I agree that I will contact Murray River and Campaspe Shire Councils immediately if any information provided in this application changes, or is incorrect.

Murray River and Campaspe Shire Councils respect all personal and confidential information received and will do everything possible to protect information from unauthorised access, loss or misuse. Information collected from you is required for the delivery of the Campaspe

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Murray Business Awards. Should you need to change or access your personal details, please contact Murray River Council on admin@murrayriver.nsw.gov.au.

I understand that the information above will be used in accordance with relevant legislation and declare that this information is correct to the best of my knowledge.

I am authorised to complete this application and have read and understood the declaration and privacy statement *

Yes

Authorised Person's Name *

Title

First Name

Last Name

Position held *

Date of declaration *