



**BERKS, BUCKS & OXFORDSHIRE
INCORPORATED LAW SOCIETY**

Awards Ceremony – 15th June 2018

**Celebrating Legal Excellence in Berkshire,
Buckingham and Oxfordshire**

GUIDANCE NOTES AND RULES OF ENTRY

AWARD CATEGORIES

Lawyer of the Year Award 2018

To be awarded to a Solicitor or Chartered Legal Executive in recognition of an outstanding contribution to the success of significant cases or projects, as well as developing a reputation in their area of expertise. The winner will be someone who is seen by colleagues as “going that extra mile”, demonstrating inherent leadership qualities and making a positive contribution to the reputation of the legal profession. They may have proposed and implemented business solutions which have proved beneficial in securing outstanding results for their firm and clients. Whether working in the corporate world or with private clients, the winner of this award brings professionalism and commitment to all that they do.

Junior Lawyer of the Year Award 2018

To be awarded to an individual who has shown an exceptional standard of work as well as great dedication in their role as a junior lawyer. They will be excelling in their role than just doing a good job, or making a significant contribution to their firm, their office, their clients and/or their local or legal community in the early part of their career, raising their own profile or that of their team/firm and bringing flair, imagination and hard work to everything they do. This award is open to LPC students or LPC graduates (for example those working as a paralegal), CILEx students, trainee solicitors, and Solicitors or Chartered Legal Executives with up to 5 years’ PQE.

Pro Bono / Corporate Social Responsibility Award 2018

To be awarded to an individual who has made an exceptional contribution to the local or legal community, or public service. The winner will have demonstrated a strong and dedicated commitment to the supply of pro bono work for the benefit of individuals, organisations and the local region and/or notable commitment to supporting causes or projects in the local region.

Solicitor-Advocate of the Year Award 2018

To be awarded to a solicitor-advocate with an outstanding achievement in advocacy made to their practice, client work and the wider community. This award will recognise an individual who has demonstrated a significant contribution in their advocacy work, a positive impact on the image of solicitor advocacy, as well as strong, practical advocacy skills. This award is open to all practising solicitors undertaking advocacy, and also barristers employed in law firms.

Legal Team of the Year 2018

To be awarded to a legal team (3 or more individuals) from private practice, in-house in commerce or public service, that is able to demonstrate excellence which has been recognised in Berks, Bucks or Oxon. This can include involvement in a law-changing case, or a team that has made an outstanding contribution either in their organisation or to their clients or the legal sector generally.

President's Award 2018

To be awarded to an individual who has demonstrated an exceptional contribution to the legal profession, their firm and/or their clients during their career.

GUIDANCE FOR APPLICANTS

Please include in your application the reasons for which the nominee should be considered for the relevant award. This can include client care, case handling, a particular project or research, an initiative or any activity that goes above and beyond what one would usually expect within or relating to the working environment. Evidence should, if possible, be provided to show that the activities of the nominee have had some impact or made a difference within the legal profession or public service or the community in Berkshire, Buckinghamshire and/or Oxfordshire.

The judges will consider all relevant information submitted. In particular, the judges will be looking for evidence of excellence which may include: innovation; creativity; exceptional conduct, dedication or commitment; determination and drive; highest professional standards; outstanding contribution or enhanced reputation to the profession and/or the wider community; the BB&O Law Society and/or ground-breaking or headlining work/case/project.

Evidence may relate to activities carried out over a longer period than the 12 months to 15th May 2018, provided that such activities have yielded a result during that period.

ENTRY REGULATIONS

Eligibility

1. Nominees must be a member or be eligible to be a Member of the BB&O Law Society (as defined within the Rules of the BB&O Law Society).
2. An eligible person may nominate him/herself or may be nominated by another, provided that person is a Member of the BB&O Law Society.
3. Office holders of the BB&O Law Society are not eligible to enter the awards.

Submissions

1. Submissions should relate to activities or initiatives conducted during the course of the 12 months prior to the closing date for the submission of the awards, being 15th May 2018.
2. Submissions should not exceed 200 words covering both role and contribution.
3. Applicants may provide evidence or testimonials from relevant third parties in support of their nomination provided such evidence does not exceed two sides of A4 paper.
4. The content of any entry may be used for publicity purposes unless the entrant withholds their consent to this in writing.
5. The deadline for submitting an entry is 15th May 2018. Nominations submitted after this date will not be considered.
6. Submissions must be sent by email to admin@bbolawsoc.org.uk or by post to Amanda Jopson, Administrator, BB&O Law Society, Shelton House, 4 High Street, Woburn Sands, Milton Keynes MK17 8SD or by DX to DX 45803 Woburn Sands.

Judging

1. The BB&O Law Society Awards Committee will consider all applications submitted prior to the closing date, and a shortlist will be produced. The nominees on this shortlist will be invited to attend the Annual Dinner at which the winners will be announced and the awards presented.
2. The final judging will take place prior to the awards ceremony on 15th June 2018 by an independent judging panel, whose decision will be final.
3. No feedback will be provided on submissions.

General

1. Winners will receive a certificate and a trophy at the BB&O Law Society's Annual Dinner where the winners will be announced and awards presented.
2. Nominated candidates and the winners of each of the awards categories will be able to attach the BB&O Excellence Award Nominee or BB&O Excellence Award Winner logo to their stationery.
3. Applicants will be deemed to have accepted these rules and to have agreed to be bound by them when submitting their application to be considered for the awards.
4. By submitting a nomination the applicant agrees to be contacted by BB&O Law Society in connection with the application and, if successful, the subsequent shortlist.
5. If a nomination is submitted by a third party applicant on behalf of the nominee, the applicant must state if the nominee is not aware of the nomination.
6. Applicants and nominees must inform BB&O Law Society of any negative media stories relating to the nominee (whether an individual or a firm) that have arisen during the period over which the nominee's achievements are being considered. Negative publicity does not necessarily mean that your entry will be disallowed; however if it is not disclosed your entry may be invalidated.
7. Nominees may be considered for fast tracking into the Law Society's National Awards.