



For Organiser's use:

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Hong Kong ICT Awards 2013: Best Business Award

Application Form

Entry Deadline: 11 January 2013 12:00 noon

Entry Form Submission – The entry deadline will be strictly enforced. Entry application will only be accepted when submitted in hard copy of the completed official application form along with written testimonies from customers (if necessary), and a CD which includes a scanned copy of your entry application to HKCS Secretariat on/before the entry deadline. For submission by post, the entry application will only be accepted according to the postmarked/stamped date (on/before the entry deadline) by the Hong Kong Post Office.

Acknowledgement of Receipt of Entry Application – HKCS Secretariat will acknowledge the receipt of each entry application by returning an official receipt bearing an entry number and HKCS stamp chop for the submission in person. For submission by post, an acknowledgement of receipt will be sent to the contact person of the entry application within 24 hours through email. If you do not receive the entry acknowledgement two days after submission of entry application, you are advised to check with the HKCS Secretariat immediately.

To: Hong Kong Computer Society (HKCS) Secretariat
LG1, 78 Tat Chee Avenue, Kowloon Tong, Hong Kong

Section 1

Please tick the award category to be considered:

- ☐ Hong Kong ICT Awards 2013: Best Business (Application) Award **Please fill up Section 2*
- ☐ Hong Kong ICT Awards 2013: Best Business (Product) Award **Please fill up Section 3*
- ☐ Hong Kong ICT Awards 2013: Best Business (Start-up Company) Award **Please fill up Section 4*

Please select the business domain of your application/ product (you can select more than one option)

- | | |
|--|---|
| <input type="checkbox"/> Financial Services | <input type="checkbox"/> Industrial Support |
| <input type="checkbox"/> Information Security | <input type="checkbox"/> Learning |
| <input type="checkbox"/> Logistics | <input type="checkbox"/> Open Source Solution |
| <input type="checkbox"/> Retail | <input type="checkbox"/> SME Support |
| <input type="checkbox"/> Trading Services | <input type="checkbox"/> Tourism Services |
| <input type="checkbox"/> Others, please specify: _____ | |

GENERAL INFORMATION

Company name:

Address:

Tel.:

Fax:

URL:

Name of Chief Executive Officer:

Date of Incorporation:

Business Registration No.:

Nature of Business:

No. of Employees:

Name of Holding Company (if applicable):

Section 2

[Applicable only for entry to [Hong Kong ICT Awards 2013: Best Business \(Application\) Award](#)]

- The application is developed and copyrighted by Hong Kong registered companies.

ENTRY INFORMATION

Name of Application:

Operating Platform:

Development Tools:

Special Equipment Used:

No. of Users:

Please state special features of the Application with respect to the following judging criteria where appropriate.
(Please use additional sheets if necessary):

1. Functionality
2. Effectiveness & Efficiency
3. Competitiveness
4. Cost Performance
5. Societal Impact
6. Presentation
7. Innovative use of IT

Please list the members of the project team involved in the development of the Application:

Name(s):

Role / Responsibility:

HKSAR Permanent Resident(s): Yes / No

Section 3

[Applicable only for entry to [Hong Kong ICT Awards 2013: Best Business \(Product\) Award](#)]

- Product can either be (i) a software product that can be distributed and licensed to the customers in the form of a package, or (ii) in the form of an online service that can be subscribed by its users.
- The product is developed and copyrighted by Hong Kong registered companies.
- Written testimonies from at least three customers of the product must be supplied with the application.
- Detailed description of the product must be provided by either (i) printed product leaflets, brochures, or (ii) a link to a website where such information can be viewed or downloaded.
- The first 10 pages of the product usage guide must be supplied with the application (user manual, technical manual, installation manual, or other relevant manuals, depending on the nature of the product).

ENTRY INFORMATION

Name of Product:

Operating Platform:

Development Tools:

Special Equipment Used:

Target Customer:

No. of Installations:

Pricing:

Please state special features of the Application with respect to the following judging criteria where appropriate. (Please use additional sheets if necessary):

1. Functionality
2. Innovation
3. Market Performance
4. Cost Performance
5. Societal Impact
6. Presentation

Please list the members of the project team involved in the development of the Application:

Name(s):

Role / Responsibility:

HKSAR Permanent Resident(s): Yes / No

Section 4

[Applicable only for entry to [Hong Kong ICT Awards 2013: Best Business \(Start-up Company\) Award](#)]

- Product can either be (i) a software product that can be distributed and licensed to the customers in the form of a package, or (ii) in the form of an online service that can be subscribed by its users.
- The product is developed and copyrighted by Hong Kong registered companies.
- The company must be registered on or after Aug 2010 (2.5 years from the date of application deadline on Jan 2013).
- At least, a beta version of the product is available and there is a pilot customer who is participating in the testing of product at the time of the application.
- Written testimonies from at least one customer of the product must be supplied with the application.
- Detailed description of the product must be provided by either (i) printed product specification or design documents, or (ii) a link to a website where such information can be viewed or downloaded.
- The first 5 pages of the product usage guide must be supplied with the application (user manual, technical manual, installation manual, or other relevant manuals, depending on the nature of the product).

ENTRY INFORMATION

Name of Product:

Operating Platform:

Development Tools:

Special Equipment Used:

Target Customer:

No. of Installations:

Pricing:

Please state special features of the company with respect to the following judging criteria where appropriate.
(Please use additional sheets if necessary):

1. Business Model, Financial & Investment Viability
2. Innovation & Technology
3. Execution, Team Composition & Implementation
4. Customer Base
5. Unique Selling Proposition

Please list the members of the project team involved in the development of the company:

Name(s):

Role / Responsibility:

HKSAR Permanent Resident(s): Yes / No

Section 5

ENTRANCE DECLARATIONS

1. We hereby declare that the information given above is correct to the best of my knowledge.
2. We hereby declare that (1) our company/ organisation owns the intellectual property right of the ICT product/ service mentioned in this application or (2) our company/ organisation is granted by the owner of the ICT product/ service mentioned in this application the rights to use the ICT product/ service mentioned in this application the rights to use this ICT product/ services to enter the contest.
3. We agree to the above entry being publicised at the discretion of the Organiser and to assist the Organiser in the associated publicity activities.
4. We hereby declare that the submitted product/service has been launched and in operation (except R&D category or stream for students).
5. I hereby declare that the above entry is submitted ONLY to the Best Business Award category in the entire Hong Kong ICT Awards 2013. I understand that if the above entry is found to be joining in other award categories or other award streams of this award category, all related entries will be disqualified and any award / certificate granted would be withdrawn as well. In addition, below is the complete list of other entries from our company which have been submitted to the Hong Kong ICT Awards 2013:

Award Category	Award Stream	Entry name

6. We note that the winning entry of Gold/Silver/Bronze award in the previous years of Hong Kong ICT Awards are not allowed to enter the Awards again, unless there is significant change or enhancement in the product/service.
7. We agree that the Organiser and/ or the Panel of Judges have full authority to make final & binding decisions in all matters relating to the "Hong Kong ICT Awards 2013: Best Business Award", without their obligation to disclose or account the reasons therefore. We hereby absolutely waive our rights, if any, to apply, appeal or review against any such aforesaid decisions through judicial or administrative proceedings.

Authorised Signature: _____

Name: _____

Title: _____

Date: _____

Company Chop: _____

Please provide the following details of the contact person in your company with whom we can liaise for further information if necessary.

Name of contact person: _____

Title: _____

Tel.: _____ Mobile: _____

Fax: _____ E-mail: _____

It is in the entrant's interest to provide as much detailed information as possible to support the application. Please read the rules and regulations before completing and returning your application. Kindly note that documents supplied are not returnable and will be destroyed by the Organiser after the assessment. For more information about the Hong Kong ICT Awards 2013: Best Business Award, please visit <http://www.hkcs.org.hk/ictawards/>. For enquiry, please contact HKCS Secretariat at +852 28342228 or email to: ictawards@hkcs.org.hk. (Please quote the Entry Number in all enquiries or correspondences.)