

FAMILY BUSINESS ASSOCIATION AWARDS FOR MASSACHUSETTS 2010

APPLICATION

SECTION III: APPLICATION QUESTIONS (REQUIRED)

Please address the following topics (approximately 500 words or less per topic):

1 Your Family Business History

Give a brief history of your family business.

For example—How was the company started, how has it changed over the years and how many generations have been involved in the operation, ownership, and management (please list all names and related roles)?

2 The Impact of Your Business on Your Family's Values and Lifestyle

How is your family connected to the business?

For example—What is the family's commitment to the company, and how are responsibilities divided? How does the family balance work with home life, and how are your family's values and beliefs incorporated into your business practices?

3 Community Involvement

Describe your family's involvement with and the impact your family business has had on the community.

For example—Discuss contributions such as leadership, service, and financial support. Provide the names of the organizations and participating family members.

4 Innovation

Identify innovative or distinctive business practices which have helped your family business prosper and grow, where applicable, from one generation to the next. Use specific examples.

5 Success

Describe the impact and success your family business has had in your industry and in Massachusetts.

For example—Provide your company's growth in sales, employees, profits, number of locations, etc., since inception (hard financial data is not required). Outline contributions and advancements within your industry.

6 Uniqueness

In your view, discuss the reasons which distinguish your family business as a selection for the Family Business Association Awards for Massachusetts 2010.

7 Transition (*not applicable to first generation businesses*)

Please discuss transition from one generation to the next.

For example—How does succession from one generation to the next affect the quality of family relationships? Describe the process.

SECTION IV: ADDITIONAL INFORMATION REQUESTED (OPTIONAL)

Please provide the following information:

1. A company brochure or catalog;
2. Photocopies of newspaper or magazine articles about your company;
3. Photocopies of business-related and family photographs; and/or
4. Photocopies of your company's website.



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AWARDS FOR MASSACHUSETTS
2010**

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2010**

c/o Family Business Association, Inc., a Non-Profit Corporation
101 Huntington Avenue, Suite 500, Boston, Massachusetts 02199 • 617-218-2000 • www.massfamilybusiness.com



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WHO IS ELIGIBLE?

Any Massachusetts-based family-owned business which (1) has policies and practices that have positively impacted its industry and local community and (2) qualifies for *one of four* categories.

CATEGORIES

1 Small Business

- Has *fewer than 50* full-time employees; and
- Has successfully transitioned from one generation to the next.

2 Mid-Size Business

- Has *between 50–150* full-time employees; and
- Has successfully transitioned from one generation to the next.

3 Large Business

- Has *more than 150* full-time employees; and
- Has successfully transitioned from one generation to the next.

4 First Generation Business

- Has *at least two* full-time family members in the business;
- Has *not yet* transitioned ownership from one generation to the next; and
- Has *at least one* family member who is an active equity-owner and *at least one* family member who is employed by the business.

Judges will select Finalists and one Winner from each of the above categories.

DEADLINE

All applications and all accompanying materials must be received (in-hand) by the FBA by **5 pm on Friday, August 20, 2010** to be considered for the Family Business Association Awards for Massachusetts 2010.

WHO MAY SUBMIT AN APPLICATION?

Applications may be submitted by companies or associated parties.

SPECIAL RECOGNITION AWARDS

The following awards will be given in addition to the awards presented in each category:

1 Community Excellence Award

- For philanthropic excellence
- To be selected from the Family Business Association Awards for Massachusetts 2010 applicants

2 Adversity Award

- For successfully overcoming an adverse situation
- To be selected from the Family Business Association Awards for Massachusetts 2010 applicants

APPLICATION DIRECTIONS

Return completed application (including any and all accompanying materials) to—

Family Business Association
101 Huntington Avenue, Suite 500
Boston, MA 02199
Attn: Ms. Cathy Watson

Tel: 617-218-2062; Fax: 617-261-7673

www.massfamilybusiness.com

PLEASE NOTE: In order to be eligible for consideration for the Family Business Association Awards for Massachusetts 2010, ***your application must be received in-hand by the FBA no later than 5 pm on Friday, August 20, 2010.*** Judges will only consider information provided to them in print form—***they will not visit any company's website for additional information about the business.*** Only hard (physical) copies of the application will be accepted—***electronic submissions are not permitted.***

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APPLICATION

DIRECTIONS: Please type or print your responses to the following sections. All information submitted will be confidential and used only by the judges in selecting the winners.

CATEGORY (CHECK ONE—SEE PAGE 1 TO SELECT THE AWARD FOR WHICH YOU WISH TO APPLY.)

- Small Business Mid-size Business Large Business First Generation Business

SECTION I: APPLICANT INFORMATION

Company Name: _____

Company Address: _____

Contact Person regarding this application: _____

Contact E-Mail Address: _____

Company Phone Number: _____ Company Fax Number: _____

Company Web Address: _____

SECTION II: ABOUT THE COMPANY

Number of Employees (FT): _____ (PT): _____ Year Founded _____

Company Industry: _____

Principal Product or Service: _____

Principal Owners: *(For FIRST GENERATION BUSINESSES, please also list the active equity owner in the family as well as at least one other family member who is employed by the business).*

Number of family members currently employed by the company (including those on board of directors): _____

Number of generations currently involved in the company: _____

Number of generations involved since the company was founded: _____

Generation that currently runs the company: _____

Number and location(s) of company's current operations: _____

Please remember to complete sections III and IV of the Application on page 4.