# **CONDITIONS OF ENTRY**

By entering the 2019 Victorian Learn Local Awards, you agree to abide by the following Conditions of Entry:

1. All nominations must be submitted online via the Award Force portal at: [www.lla.awardsplatform.com](http://www.lla.awardsplatform.com)
2. The closing time and date for all entries is **midnight on Friday 14 June**. Nominators will not be able to submit an application after this time.
3. Nominees for individual awards must be Australian citizens or permanent residents of Australia, and reside in Victoria.
4. For a nomination to be considered valid:
	1. The nominee must meet eligibility requirements.
	2. All required entrant details must be completed.
	3. The selection criteria must have been addressed.
	4. The nominee must have signed the Nominee Declaration Form.
	5. Partner(s) must have signed the Partner Declaration Form (only relevant for the Victorian Learn Local Creating Local Solutions Award and the Victorian Learn Local Collaboration Award).
5. Finalists may be requested to attend an interview with the judging panel (either by phone or in person) for their category in July.
6. The decisions of the judging panels are final.
7. All finalists are required to attend the 2019 Victorian Learn Local Awards Presentation Dinner on the evening of Friday 23 August in Melbourne.
8. By applying, all applicants to the 2019 Victorian Learn Local Awards agree that all non-confidential details from their nominations, photographs and recordings may be used by the Victorian government online, in any broadcast and print media and in a range of publicity and promotional materials. The ACFE Board considers confidential information to be nominator and nominee addresses, email addresses and phone numbers, as well as anything marked ‘confidential’. All other information provided may be used as indicated above.
9. The Victorian government reserves the right to use all or part of any material generated (photographs, film footage, application submissions or any detail) for the purpose of the 2019 and 2020 Victorian Learn Local Awards or for publication online, in print or other broadcast media; for publicity, on promotional materials or in campaigns related to skills and training.
10. Finalists and winners of the 2019 Victorian Learn Local Awards may be required to participate in media interviews.
11. The ACFE Board reserves the right to extend the deadline for nominations at any time.
12. It is the responsibility of the nominator to ensure that they have submitted the nomination for the chosen award category by the deadline of **midnight on Friday 14 June** to ensure consideration.

