



HERTFORDSHIRE LAW SOCIETY

Awards Ceremony – 6th July 2023

Celebrating Legal Excellence in Hertfordshire

GUIDANCE NOTES AND RULES OF ENTRY

Junior Lawyer of the Year Award 2023 – Sponsored by Hertfordshire Law Society

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 rather 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/SQE students or LPC/SQE graduates (for example those working as a paralegal), CILEx students, trainee solicitors, and Solicitors or Chartered Legal Executives with up to 5 years' PQE

Excellence in Client Services Award 2023

To be awarded to an exceptional individual, team or firm, including sole practitioners, who have gone above and beyond to impact their firm and clients and is able to demonstrate excellence which has been recognised in Hertfordshire. This can include involvement in a law-changing case, or having made an outstanding contribution either in their organisation or to their clients or the legal sector generally.

Lifetime Achievement Award 2023

To be awarded to an individual who has made an exceptional contribution to the legal profession, their firm and/or their clients during their career. The winner will have demonstrated a strong and dedicated commitment to the supply of high quality legal work for the benefit of individuals, organisations and the local region and/or notable commitment to supporting causes or projects in the local region.

Hertfordshire Law Society Community Engagement Award 2023

Individuals, firms, teams and organisations that have made an outstanding contribution to community engagement and/or corporate social responsibility during 2023 may be nominated for this category. This award is intended to encompass the full range of corporate social responsibility, fundraising, access to justice and pro bono work undertaken by all individuals, teams, firms or sole practitioners. This would include pro bono work undertaken by any university pro bono initiative.

Professional Colleague Award 2023

To be awarded to an exceptional individual who has gone above and beyond to support the work of their team or firm. This award is open to all professional support staff working in firms or in-house including (but not limited to) office managers, personal and executive assistants, and administrative, reception and secretarial staff.

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 Hertfordshire.

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 Hertfordshire 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 26th May 2023, provided that such activities have yielded a result during that period.

Please email nominations to hertslaws@virginmedia.com

The deadline for nominations is Friday 2 June 2023 at 5pm



ENTRY

REGULATIONS

Eligibility

1. Nominees must be a member or be eligible to be a Member of the Hertfordshire Law Society (as defined within the Rules of the Hertfordshire Law Society).
2. An eligible person may nominate him/herself or may be nominated by another, provided that person is a Member of the Hertfordshire Law Society.
3. Office holders of the Hertfordshire 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 16th May 2023.
2. Submissions should not exceed 500 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 26th May 2023. Nominations submitted after this date will not be considered.
6. Submissions must be sent by email to hertslaw@virginmedia.com

Judging

1. The Hertfordshire 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 their own expense at which the winners will be announced and the awards presented.
2. The final judging will take place prior to the awards ceremony on 6 July 2023 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 Hertfordshire 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 Hertfordshire Law Society Excellence Award Nominee or Hertfordshire Law Society Excellence Award Winner 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 Hertfordshire 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 Hertfordshire 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.