

**Annexure 1**

# ENTRY FORM

# #YOUTH IN AGRICULTURE, FORESTRY AND FISHERIES AWARDS (#YAFF AWARDS)

**NB:**

There are two sections on this form:

**Section 1** must be completed by the nominator; and

**Section 2** must be completed bythe nomineeonly

The entry form must be completed honestly and accurately by using a black ink pen. Where applicable, please use a cross (**x**) to answer a question in the provided spaces.

**SECTION 1**

|  |  |
| --- | --- |
| Category entered for |  |
| Sub-category |  |
| Name of nominee |  |
| Name of nominee’s business enterprise |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of nominating organisation |  | | | | | | | | | |
| Contact person |  | | | | | | | | | |
| Landline Number |  |  |  |  |  |  |  |  |  |  |
| Mobile Number |  |  |  |  |  |  |  |  |  |  |
| Email Address |  | | | | | | | | | |
| Company address |  | | | | | | | | | |
|  | | | | | | | | | |
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|  | | | | | | | | | |

Please state what linkage does the nominee have with the nominating organisation**:** ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Please specify why the organisation has decided to nominate this candidate:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Signed at: ……………………… on this ……………day of……………………………year

…………………………………………………………………

Signature (nominator)

**SECTION 2**

**BIOGRAPHICAL INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname |  | | |
| First name(s) |  | | |
| Initials |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Identity Number |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Race | African | Coloured | Indian | Other |
| Gender | Male | Female |  | |
| Disability | Yes | No |  | |
| If yes, explain: | |  | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Education level | No schooling | Below matric | Matric/Grade12 | Post matric Certificate | National Diploma | Degree | Post  graduate degree |
| Where applicable kindly state the qualification: | | | | | | | |

**ENTERPRISE DETAILS**

|  |  |
| --- | --- |
| Legal name of business |  |
| Trading Name of business |  |
| Type of business |  |
| Black ownership % |  |
| BBBEE rating |  |
| Number of years in operation |  |
| Level of production  (small scale or commercial) |  |

**CONTACT DETAILS**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Physical address |  | | | | | | | | | |
|  | | | | | | | | | |
|  | | | | | | | | | |
|  | | | | | | | | | |
| Farm Coordinates |  | | | | | | | | | |
| Municipality |  | | | | | | | | | |
| District |  | | | | | | | | | |
| Province |  | | | | | | | | | |
| Landline Number |  |  |  |  |  |  |  |  |  |  |
| Mobile Number |  |  |  |  |  |  |  |  |  |  |
| Fax |  |  |  |  |  |  |  |  |  |  |
| Email address |  | | | | | | | | | |

**Ownership /management role** (Supportive material required)

Please indicate if you are the sole owner of the business or part of a group:  
…………………………………………………………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………….

In the case of the former, please indicate your percentage share: …………………………………………………………………………………………..……………………….…………………………………………………………………………………………………..

In the case of the latter, please indicate how many members have the rightful ownership of the enterprise and how many are actively involved in the daily operations of the business enterprise:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..

Describe your role in the business enterprise in terms of decision making and management of the business (attach evidence e.g. contract, constitution of organisation or any other legal documentation):

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Briefly state how the land was acquired: ……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

Describe the kind of support (monetary and non-monetary) the business has received:

1. Government(state the department or State owned entity)

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

1. Private sector(state organisation):

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

**Production Information** (Supporting material required)

Give a brief description of your business enterprise, citing your commodities, scale of production, gross margin per enterprise and individual percentage contribution to turnover,

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..

|  |  |
| --- | --- |
| Commodity | Scale of production |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**\*Commodity (type of enterprise- sunflower, dairy, poultry, timber plantation, fishing), \*Scale of production (number of animals/ size of land under production, number of vessels etc.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Year 1 | | | Year 2 | | |
| Commodity | Production output/ yield | Contribution to business turnover (%) | Commodity | Total Yields | Contribution to business turnover (%) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**\*Commodity (type of enterprise- sunflower, dairy, poultry, timber plantation, fishing)\*Production output/yield (e.g.7 tons/ha \*5ha, 15 \*+/-450kg/LSU, 1000 m3 of wood), \*Contribution to turnover (portion of the total revenue derived from the particular enterprise).**

Explain the management practices you use to ensure the sustainability of natural resources, adaptation and mitigation to climate change:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Give an indication of best practices that have contributed to the success of your business:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**Financial Information** (Supporting material required)

Describe your recording keeping system, citing the types of financial journals you keep:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Indicate how you would describe the financial position of your business:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Give an Indication of your business turnover for the past two years:

|  |  |  |
| --- | --- | --- |
| Year | Turnover | Profit/loss |
| Year 1 |  |  |
| Year 2 |  |  |

Indicate your business strategies to manage financial risk:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**Marketing** (Supporting material required)

Succinctly describe the overall direction of marketing in your business giving an indication of the price of the products, nature of commodity, channels of distribution, methods of promotions and existing formal markets serviced by the business:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

|  |  |  |  |
| --- | --- | --- | --- |
| Commodity | Unit (ton, 450kg-LSU etc.) | Price | Distribution channel |
|  |  |  |  |
|  |  |  |  |

**Human Resource Management** (Supportive material required)

Give an indication of the investment you have made in the development of employees:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Indicate your human resource management record system (s):

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**Job Creation** (Supportive material required)

Specify the number of job opportunities created and maintained in the past three years:

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|  |  |  |
| --- | --- | --- |
| **Item** | **Description** | **Number** |
| Number of employees | Permanent |  |
| Temporary |  |
| Average number of years of employment for permanent staff | 0 – 3 years |  |
| 4 – 6 years |  |
| 7 plus |  |
| Citizenship of employees | South African |  |
| Non South African(legal documentation may be required) |  |
| Composition of employees | Male |  |
| Female |  |
| Youth |  |
| Disabled |  |
| Employment equity status | African |  |
| Coloured |  |
| White |  |
| Other |  |

In less than 100 words, briefly share your story citing why you are deserving of winning this competition:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Signed at………………………..on this……………….day of……………………….year.

Signature of nominee: ……………………………………..