

# SOURCE EXPO

## EXHIBITOR FORM 2011

### 1. CONTACT DETAILS

Contact name:

Business/ Organisation name (If applicable)

Position/ Job title (if applicable)

Telephone number

Email address

Street name and number

Town/city

Postcode

Country

Website

### 2. ABOUT YOU/ YOUR BUSINESS/ YOUR ORGANISATION

**Turnover** (For businesses/ organisations)

Up to £20,000     Over £20,000-£50,000     Over £50,000- 100,000

Over £100,000- 1 million     Over £1 million- £5 million     Over £5 million -50 million

Over £50 million- 1 billion     Over £1 billion

**Date established** (for businesses/ organisations)

**Legal structure** (for businesses/ organisations)

Company Limited by Shares     Company Limited by Guarantee     Community Interest Company  
 Sole trader     Cooperative     PLC     Registered Charity

Other: Please state

**Number of personnel** (for businesses/ organisations) Please include all partners, directors, and staff. Part-time workers should each be counted as half a worker

**Select up to 3 categories that best describe you / your business / organisation**

- Agent
- Business support body
- Buyer
- Campaigning body
- Certification body
- College
- Consultant –Finance
- Consultant- Design
- Consultant- General
- Consultant- Sales/ Marketing
- Consultant- Small business
- Consultant- Supply chain
- Department store
- Designer (fashion)
- Designer (other)
- Event manager
- Factories
- Fashion brand
- High St Retailer
- Illustrator
- Independent boutique
- Manufacturer
- Media- Environmental
- Media- Fashion editor
- Media-Broadsheet
- Media-Industry press
- Media-Websites and blogs
- Media-Womens monthly
- Media-Womens weekly'
- Merchandiser
- Model
- Model Agency
- Multibrand shop
- NGO
- NGO-Environmental issues
- NGO-Int. Development
- NGO-Membership org.
- NGO-Resource provider
- NGO-Social issues
- Online store
- Photographer
- PR
- Press/ media
- Production unit
- Researcher
- Student
- Supplier
- Teacher/ lecturer
- Technologist
- Trade Show
- Training body
- Web developer
  
- Other: Please specify

## YOUR PROFILE

**Please write a short profile describing you/ your company.**

*For businesses/ organisations- include reference to your product range / services, any specific unique selling points about your business, anything that sets it apart, and most important aspects of your ethical approach if relevant. For individuals - please include your key areas of expertise*

and experience/ interest. There is an opportunity to write about your clients, ethical standards and add other additional information further on in this form.

**Brief 10 word description**

**Longer profile: 250 words**

**YOUR PRODUCTS AND SERVICES**

**Please select the products/ services that apply to you/ your business**

- Accessories
- Artisanal/ craft
- Babywear
- Bags
- Beauty
- Belts
- Bridalwear
- Childrenswear
- CMT
- Components
- Construction
- Dying
- Embroidery
- Event management
- Fabrics-knitted
- Fabrics-woven
- Fibres
- Finishing
- Footwear
- Fragrance
- Gifts
- Ginning
- Graphic design
- Illustration
- Interior products
- Jewellery
- Knitting
- Knitwear
- Large scale production
- Lingerie
- Mass manufacture
- Menswear
- Model
- Other
- Patterns and grading
- Printing
- Product design
- Products- general
- Raw materials
- Retail
- Services

- Shoes
- Small scale production
- Spinning
- Sunglasses
- Swimwear
- Textiles
- Training-BA
- Training-Buying and merchandising
- Training-Fashion business
- Training-Fashion design
- Training-MA
- Training-Marketing
- Training-Other qualification
- Training-Short courses
- Training-Supply chain
- Web development
- Womenswear
- Yarns

Other: Please specify

## **YOUR PRODUCTS AND SERVICES- ADDITIONAL INFORMATION**

Please write any further information about your products and services that you would like to communicate to SOURCE Expo visitors

## **COUNTRIES WHERE YOU SOURCE OR PRODUCE**

Please write here the countries where you source or produce products.

## **OTHER CONTACT DETAILS**

If your business has multiple contact details please add them here. For example: specific email or telephone numbers for press/sales enquiries, addresses for multiple offices or showrooms, details of international representatives, etc.

## **3. YOUR ETHICAL POLICIES**

### **3.1 ETHICAL FOCUS AND POLICY**

*Please write a short description of your business and product range ethical standards and policy. Consider including information on the following - organic sourcing, use of sustainable and eco friendly materials, recycling, fair trade sourcing (from WFTO members and/ or to Fairtrade Foundation standards), supporting disadvantaged communities, animal welfare, energy efficiency, waste management and water efficiency, carbon footprint and business and employee practices .*

**Ethical profile: 200 words**

### **3.2 SOURCE EXPO EXHIBITOR MANDATE**

If you would like to exhibit at the SOURCE Expo, you need to work in accordance with the SOURCE EXPO EXHIBITOR MANDATE which can be viewed here:

### 1. Minimum labour standards

Please confirm that your company meets minimum labour standards (relating to working hours, living wage, freedom of association and the right to collective bargaining, use of contract labour, child labour, forced labour, discrimination, harassment, health & safety - as referenced in national and international law, and for example by the Ethical Trading Initiative Base Code).

Please explain how this is monitored.

### 2. Adding value, fair trade and sustainable livelihoods

Please explain how your company adds value through your production processes to worker communities and to the environment. Please consider the following in your response:

- Schemes for worker engagement with decision making
- Programmes of worker training and capacity building
- Programmes of support for local communities including housing, facilities, education and healthcare
- Not for profit initiatives or schemes with a portion of profits dedicated to adding value in social and environmental terms
- Working to fair trade criteria as defined by WFTO (World Fair Trade Organisation) and FLO
- Supporting the development of local value chains which strengthen local and national economies
- Building on traditional and cultural skills
- Supporting and creating opportunities for vulnerable groups
- Other

### 3. Environmental standards

Please confirm that you work in accordance with an environmental policy, briefly describe any environmental criteria you work in accordance with, and send evidence with your application form where relevant.

Please consider the following in your response:

- Organic sourcing
- Recycling
- Sustainable sourcing ( eg eco fabrics, or materials which safeguard indigenous forests such as bark cloth)
- Energy use
- Water use
- Chemical use.

### 4. Progressive practices

Please describe your future plans in relation to sustainability, how you monitor and evaluate your

### 5. Transparency

Exhibitors are expected to conduct their business in an honest and transparent manner, ensuring that accurate information is available to visitors with regards to social and environmental standards. If certain standards / certification are not yet held, the reasons should be clearly stated and qualified.

Please explain how you comply with this clause

### 6. Quality standards

Please describe your quality management procedures, and any standards held

## 3.3 ETHICAL CRITERIA

**Where relevant, please select the ethical criteria that apply to your business/ organisation. For a definition of each of the below, visit [www.ethicalfashionforum.com/key-to-ethical-criteria](http://www.ethicalfashionforum.com/key-to-ethical-criteria)**

- Fair
- Eco
- Organic
- Recycling/ Re-use
- Animal friendly
  
- Biodiversity
- Carbon neutral
- Charitable Donation
- Charity
- Cooperative
- Eco-friendly materials
- EFF progressive member
- Energy saving
- Ethical sourcing
- ETI base code compliance
- Fair trade sourcing
- Fairtrade cotton
- Green factory
- Investing in people
- Made in UK
- Not for profit
- Organic materials
- Social Enterprise
- Supporting communities
- Supporting traditional skills
- Supporting wildlife
- Supporting women
- Vegan

- Waste reduction
- Water efficiency
- Other: Please specify

Please write here any further information which clarifies/ supports the ethical criteria you have ticked above, that is not included elsewhere on this form:

### 3.4 ETHICAL CERTIFICATION AND MEMBERSHIPS HELD

Please select any ethical certifications or memberships held by your company or organization.

Please note that you must send proof of any certifications or memberships selected with this form.

- Australian BMP Cotton
- BAFTS
- Better Cotton Initiative
- Bluesign
- Bra Miljoval
- Breeam
- BSCI
- Canada Organic
- Carbon Reduction Label
- CMiA
- COFTA
- Cradle to Cradle
- ETI member
- EU Eco-label
- Fair Wear Foundation
- FLA
- Global Recycling Standard
- GOTS
- Green mark
- Greenguard
- IFOAM
- ILO
- ISO 14001
- IWTO
- JAS
- JOCA
- KRAV
- Leed
- MADE BY
- Made in Green
- Naturtextil
- NOP
- Nordic Swan
- Oeko-tex
- Oregon Tilth
- SA 8000 certified
- SFTMS
- Soil Association certified
- Textile exchange member
- WFTO member
- WRAP

- Other: Please specify

### 3.5 FUTURE PLANS IN RELATION TO ETHICAL STANDARDS

Please write details here- include certifications and standards you are currently working towards, memberships you are planning to secure, and tools you are planning to use

## 4. ADDITIONAL INFORMATION

### CLIENTS / CUSTOMERS

Please write details of clients you have worked with or currently work with

### STOCKISTS

Please write your stockists here. Include links to any websites which sell your products.

### PRICING

Please include an indication of your wholesale/ retail price ranges here

### OTHER INFORMATION

Use this space to include other information relevant to your application that you have not included elsewhere.

## DECLARATION

I certify that the information given is true and correct. I am aware that this information will be used for the SOURCE Expo Directory file, a copy of which will be available for visitors at the SOURCE expo, and that this information will be retained by the Ethical Fashion Forum on its Expo Exhibitor database. The information may be used by the EFF to list my business on the online SOURCE Directory.

Signed

Name

Date

Please return the completed form with scanned in DECLARATION to [sourceexpo@ethicalfashionforum.com](mailto:sourceexpo@ethicalfashionforum.com)

### NEWSLETTERS (Issued by email)

Tick to receive any of EFF's other newsletters below.

The SOURCE BUSINESS BULLETIN. All the inside info on which businesses are succeeding,

The SOURCE MARKET BULLETIN: For everything you need to know about ethical market developments, buyer interviews, what is selling and why and how to get your product out there

The SOURCE SUPPLY BULLETIN - The latest on sustainable sourcing and suppliers- from new products to exemplary suppliers and production units to certification and standards and sourcing options from different parts of the world

Ethical Fashion Forum newsletter The round up of key events, breaking news, funding, awards and competitions, job opportunities and inspirational developments in the ethical fashion sector

**How did you hear about the SOURCE Expo?**

Word of mouth

Internet – browsing/ search engine

Link from website/ online promotion/ web listing Please tell us which website

EFF member

Email invitation

Event Please tell us which event

Flyer/ brochure Please tell us which one

Press coverage Please tell us which publication/ media channel

Other Please state