



**SOURCING SCOTLAND
APPLICATION GUIDANCE NOTE – SUPPLIERS**

INTRODUCTION

Thank you for your interest in Sourcing Scotland. Before you complete the application, please carefully read the following notes.

ABOUT THE EVENT

This is your chance to get in front of buyers from across the country who are looking for Scottish suppliers to help them increase their local sourcing offer. It forms a key element of the Scotland Food & Drink Partnership's Recovery Plan, helping companies to rebuild and grow sales following the impacts of the pandemic.

The event will mainly feature the tried-and-tested 1:1 meeting format, where suppliers and buyers pre-arrange 15-minute meetings through a simple online platform. There will also be an hour-long 'open marketplace' session where buyers can browse all the supplier stalls at their leisure. Lunch will be provided and will offer the chance for informal networking.

Buyers in attendance will range from hospitality & catering providers such as restaurants, bars & cafes and visitor attractions; accommodation providers; online marketplaces; wholesalers; independent, speciality retailers and Scottish buyers of national retailers. Details will be provided to successful applicants.

WHERE AND WHEN

- Tuesday 31st May 2022; Perth Concert Hall; 10.00hrs – 14.30/15.00hrs

TIMINGS*

- **1:1 meetings** – between 10.00hrs & 13.30hrs
- **Open marketplace**- 13.30-14.30hrs
- **Lunch** - from 13.00hrs

(*subject to change)

ELIGIBILITY CRITERIA

The event is open to companies that are:

- Based in Scotland, with products manufactured in Scotland
- Adequately accredited – SALSA preferred
- Have a market-ready product (s)
- Looking for Scotland-wide growth
- Have something new to offer the market, in line with retail & foodservice trends

We are looking for good mix of businesses and products from across the country

COSTS

The costs for successful applicants are:

- **Members of Scotland Food & Drink**- FREE
- Members of **Scotland Food & Drink Partnership organisations** (such as Scottish Bakers; Seafood Scotland & Quality Meat Scotland) and members of **Regional Food Groups** - £100 + VAT
- **All others** - £350 + VAT

HOW TO APPLY

What you need to do

- Complete the application form [here](#) by **31st March**
- Only applications submitted via the online form will be accepted
- No late applications will be accepted so please ensure that you allow yourself enough time to complete by the deadline
- You can save the form as you go along before submitting it

Top tips

- Please answer all questions in full
- Make sure that your company description is succinct and clear- this will be used to build your profile and attract buyers
- The question around why you believe you deserve a place at Sourcing Scotland is your chance to 'sell yourself' and demonstrate your ambitions and suitability for the event

WHAT HAPPENS NEXT/ASSESSMENT PROCESS

- This is a competitive process, and **your application does not guarantee a place**
- All applications will be acknowledged upon receipt
- The deadline for applications is final and no extensions will be granted
- An independent panel will assess all applications
- All applicants will be notified of the panel's decision in writing, with relevant feedback
- Successful applicants will be given full details of what happens next, including booking meetings on the diary system and payment
- Successful applicants will be encouraged to attend the pre-event briefing
- Providing feedback post-event is a condition of participation, so that the success of the event for your business can be measured and that we can improve for future editions

CONTACT FOR QUERIES

We are here to help – please email the team at any time on meetthebuyer@foodanddrink.scot

THANK YOU AND GOOD LUCK WITH YOUR APPLICATION