

# David George Fund

## Terms and conditions for the first round of applications

30 September 2026

Kia ora, and thank you for your interest in the David George Fund. These terms explain how the Fund works, who can apply, how applications are judged and what we ask of the recipient. Please read them before you apply. When you tick the acceptance box on the application form, you are confirming that you have read these terms and agree to them.

### 1. About the Fund

- 1.1 The David George Fund (**Fund**) is an annual award set up in memory of David George, a pioneer of Wellington's early café scene. It is funded by the George family (**Family**) and administered by the Wellington Culinary Events Trust Incorporated (**WCET, we or us**) on the Family's behalf.
- 1.2 Each year, the Fund gives one person \$12,500 (NZD) to pursue their own development plan. This could involve travel, formal professional development, informal training, research, or a combination. The aim is for the recipient to explore an idea, opportunity or experience and bring what they learn back to Wellington's hospitality community.
- 1.3 There is no set course or programme. We trust recipients to know what will make them better at what they do.
- 1.4 The Fund is open to anyone working in hospitality, in front of house or back of house. It exists especially to recognise people in customer-facing roles, who are not always the focus of industry awards, but we welcome ideas that improve the hospitality experience from any role.
- 1.5 These terms apply to the first round of the Fund, with applications open from Monday 26 October 2026 to Friday 11 December 2026. Terms for later rounds may differ.
- 1.6 You can contact us at: Wellington Culinary Events Trust Incorporated, Level 11, 175 Victoria Street, Te Aro, Wellington 6011 (postal address: PO Box 24101, Manners Street, Wellington 6142), or by email at [info@wellingtononaplate.com](mailto:info@wellingtononaplate.com).

### 2. Who can apply

- 2.1 You can apply if you:
  - (a) are 18 or older;
  - (b) are based in Wellington and working in hospitality when you apply;
  - (c) have at least two years' experience working in hospitality;
  - (d) are not enrolled in full-time study; and
  - (e) have not received the Fund's award before.
- 2.2 You must apply as an individual. We can't accept applications made on behalf of a venue or business, but you are welcome to tell us where you work.
- 2.3 You can't apply if you are:

- (a) an employee, board member or contractor of WCET;
  - (b) a member of the Family or of the Panel (see clause 4.1); or
  - (c) a partner, parent, child, sibling, grandparent or grandchild of anyone in (a) or (b).
- 2.4 We may ask for proof of your identity or your eligibility, such as confirmation from your employer, before we make an award.

### 3. How to apply

- 3.1 Applications open on Monday 26 October 2026 and close at 11.59pm NZDT on Friday 11 December 2026 (**Application Period**). We can't consider applications received outside the Application Period.
- 3.2 Apply using the online form on our website at [visawoap.com/david-george-fund](https://visawoap.com/david-george-fund). If you need a different way to apply, contact us before the closing date and we will work something out with you.
- 3.3 The form asks for:
- (a) **About you** (up to 300 words): your name, current role and venue, how long you have worked in hospitality and a brief summary of your career and experience;
  - (b) **What hospitality means to you** (up to 300 words): why you chose hospitality and what you think makes a good hospitality experience;
  - (c) **Your development idea** (up to 350 words): what you would do with the award, where you would go, what you would learn or experience, and when you would do it. This does not need to be a full itinerary, but we want to understand the idea and your intent;
  - (d) **Why this, why now** (up to 200 words): why this is the right opportunity for you at this point in your career, and what you will bring back to Wellington hospitality; and
  - (e) **A reference**: one professional reference who can speak to your work ethic and character.
- 3.4 Please check with your referee before you name them, and let them know we may contact them. We will only contact your referee if you are a finalist.
- 3.5 Each person can submit one application. If you submit more than one, we will only consider the first.
- 3.6 Your application must be your own work, in your own words, about your own ideas. We want to hear your voice, so please do not use generative AI tools to write your answers. Spelling and grammar checkers are fine. Everything in your application must be true and must not infringe anyone else's rights.
- 3.7 It is free to apply. You are responsible for any costs you incur in applying or taking part in interviews.
- 3.8 An application is received when you submit it through the form. Incomplete applications will not be considered. If you have trouble with the form, contact us well before the closing date and we will do our best to help. We can't accept responsibility for applications that are not received by the deadline because of technical problems outside our control.

## 4. How applications are judged

- 4.1 Applications are judged by a panel of six (**Panel**): two representatives of the Family, two from WCET and two from David's social and professional network. Panel members are not paid.
- 4.2 Panel members must tell the others if they have a close personal, professional or financial relationship with an applicant, and will not take part in assessing that applicant's application. If it is unclear whether a conflict exists, the other Panel members will decide.
- 4.3 Applications are assessed against the criteria below. The weightings guide the Panel's discussion. They are not a rigid scorecard, and the Panel makes its decision using its judgement of each application as a whole.

| Criteria                         | What we are looking for                                                                                                                                                           | Weighting |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>Spirit of the award</b>       | Does your proposal reflect the intent of the Fund: curiosity, a desire to grow and a real connection to the spirit of hospitality?                                                | 20%       |
| <b>Commitment to hospitality</b> | Are you invested in a career in hospitality, and does your development idea reflect that?                                                                                         | 20%       |
| <b>Quality of the proposal</b>   | Is your plan clear, realistic and well thought through? Do you know what you want to do and why, and can you show that you can use the funding well? Is your timeframe realistic? | 30%       |
| <b>Potential for impact</b>      | How will this opportunity change things for you, and how will it contribute to Wellington's hospitality community?                                                                | 10%       |
| <b>Authenticity</b>              | Does your application feel personal and honest? We want to hear your own voice.                                                                                                   | 10%       |
| <b>Storytelling</b>              | Could your experience be shared in a way that inspires others and helps the Fund reach more people?                                                                               | 10%       |

- 4.4 The process and planned timing are set out below.

| Stage                      | When                       | What happens                                                                                                                                                                 |
|----------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applications close</b>  | Friday 11 December 2026    | WCET checks all applications. Ineligible applications are set aside.                                                                                                         |
| <b>Longlist</b>            | By Friday 18 December 2026 | WCET puts together a longlist of up to 20 applications that best meet the criteria, with brief notes on each.                                                                |
| <b>Shortlist</b>           | Mid to late January 2027   | Each Panel member independently selects up to five applications from the longlist, using the criteria and weightings. Up to five finalists are chosen from these selections. |
| <b>Interviews</b>          | Late January 2027          | The Panel interviews the finalists. We will confirm the format and times with finalists directly, and contact their referees at this stage.                                  |
| <b>Decision</b>            | Early February 2027        | The Panel meets to discuss the finalists and choose the recipient.                                                                                                           |
| <b>Recipient confirmed</b> | Early to mid February 2027 | The Family and WCET contact the recipient and the other finalists. We then email all other applicants to let them know the outcome.                                          |

| Stage                | When                              | What happens                                                                                  |
|----------------------|-----------------------------------|-----------------------------------------------------------------------------------------------|
| <b>Plan approval</b> | Late February 2027                | The recipient gives the Family a more detailed Development Plan for approval (see section 5). |
| <b>Announcement</b>  | Late February to early March 2027 | WCET announces the recipient publicly. The Family is acknowledged as the funder.              |

- 4.5 The Panel aims to reach a shared decision. If it cannot, the decision will be made by a nominated member of the Family.
- 4.6 The timing above is our plan and may change. If a change affects you, we will let you know.
- 4.7 The Panel's decisions are final and we can't enter into correspondence about them. If you are concerned about how the process was run, rather than the decision itself, email us and we will look into it fairly.

## 5. The award and the development plan

- 5.1 The recipient will receive \$12,500 (NZD) (**Award**) to carry out their development plan. The Award can only be used for the approved plan and can't be transferred to anyone else.
- 5.2 Before we release any funds, the recipient must give us a more detailed plan (**Development Plan**) covering:
- (a) what they plan to do (travel, training, visits, a project, or a combination);
  - (b) where they will go, or who they will learn from;
  - (c) what they hope to gain and bring back to their work in Wellington;
  - (d) an indicative budget showing how they will use the \$12,500; and
  - (e) when they plan to do it.
- 5.3 The Family will review the Development Plan within 10 working days of receiving it and will not unreasonably withhold approval. The review is a conversation, not a test. If the Family has questions or concerns, they will talk to the recipient and give them the chance to adjust the plan.
- 5.4 Before funds are released, the recipient will be asked to sign a short acceptance confirming these terms and the approved Development Plan.
- 5.5 Once the plan is approved and the acceptance is signed, WCET will pay the Award in one payment against receipts to the bank account the recipient provides.
- 5.6 The recipient must complete their Development Plan within 12 months of receiving the Award, unless we agree a different timeframe in writing. The recipient can ask to change the plan and the Family will consider reasonable requests. Please ask before making changes.
- 5.7 If any part of the Award is not used for the approved Development Plan, the recipient must return that part to WCET unless we agree otherwise in writing.
- 5.8 The recipient is responsible for paying for anything the Award does not cover, and for their own travel arrangements, accommodation, travel insurance, passports, visas, vaccinations and

time off work. WCET and the Family do not book or manage travel and are not responsible for it.

- 5.9 The recipient is responsible for their own tax. We make no statement about how the Award will be treated for tax purposes, and recipients should get independent advice. If the law requires us to deduct or report tax, we will do so.
- 5.10 If circumstances outside anyone's control, such as travel restrictions or official safety advice, prevent the Development Plan going ahead as planned, the recipient can propose changes or new timing and we will work with them in good faith.
- 5.11 If the recipient declines the Award, is disqualified or can't take it up, the Family and WCET may offer it to another finalist or decide not to award it that year. If no application meets the standard the Family and the Panel are looking for, the Family and WCET can also decide not to make an award that year.

## **6. What we ask of the recipient**

- 6.1 The recipient agrees to be available at reasonable times for the public announcement and related publicity, such as photos, interviews and media requests. If this involves travel or costs, we will agree the arrangements with them beforehand.
- 6.2 The recipient will share a short reflection on their experience and its impact, either in writing or through an interview with WCET's content team, at a time we agree. We use these to promote the Fund and inspire future applicants. We will not ask for lengthy reports or formal evaluations.
- 6.3 The recipient will acknowledge the Fund in public communications about their development experience, for example in social media posts or media interviews.
- 6.4 The recipient will keep us informed if their plans change or if they can't complete their Development Plan.

## **7. Your application and your content**

- 7.1 You own your application and the content in it.
- 7.2 By submitting an application, you give WCET, the Family and the Panel permission to use and copy it to assess your application and run the Fund.
- 7.3 We will not publish an unsuccessful applicant's application, name or story without asking them first.
- 7.4 If you are the recipient, you give WCET and the Family permission to use your name, image, voice, reflection and a summary of your Development Plan to promote the Fund, in any media, without payment. This includes our website, social media, email newsletters and media releases, and can include keeping your story on the Fund's web page as part of a record of past recipients. You agree we may edit or crop this content for these purposes. You consent to any use that would otherwise affect your moral rights under the Copyright Act 1994, as long as we do not use your content in a way that misrepresents you.
- 7.5 If you ask us to stop using your name or image in new promotional material, we will do so. We can't withdraw material that has already been published or printed.

- 7.6 You confirm that your application does not infringe anyone else's rights, and that you have permission to give us any photos or other material that belong to someone else.

## **8. Your personal information**

- 8.1 WCET collects and holds the personal information you give us, at the address in clause 1.6. We handle it in line with the Privacy Act 2020.
- 8.2 We collect the information in your application (including your name, contact details, workplace, career details, your ideas and your referee's details), anything you tell us in interviews and, for the recipient, bank details and the Development Plan.
- 8.3 We use this information to assess your eligibility, run the judging process, contact you, make and administer the award and, for the recipient, promote the Fund as set out in section 7.
- 8.4 We share it with WCET staff and contractors who help run the Fund, Panel members (including Family and network representatives), your referee if you are a finalist and, for the recipient, the Family. We may also disclose it where the law requires.
- 8.5 We use online tools to run the application form and store applications. Some of these providers store information on servers outside New Zealand. We take reasonable steps to make sure they protect your information to a standard comparable to New Zealand law. By applying, you agree to this.
- 8.6 Providing your information is voluntary, but we can't assess your application without the information the form asks for.
- 8.7 We will only add you to our mailing list if you tick the box on the form to say yes. You can unsubscribe at any time.
- 8.8 When we contact your referee, we will tell them that we hold their name and contact details, that you gave them to us, what we will use them for, who we will share them with and that they can ask to see and correct their details. By naming a referee, you confirm they agree to us contacting them. The same applies to anyone else whose details you give us.
- 8.9 You can ask us for a copy of your personal information and ask us to correct it, using the contact details in clause 1.6. If you have a privacy concern we can't resolve, you can contact the Office of the Privacy Commissioner ([privacy.org.nz](https://www.privacy.org.nz)).
- 8.10 We store personal information securely. We will delete unsuccessful applications 6 months after the recipient is announced. We will keep the recipient's information for as long as we need it to administer the Fund and meet legal requirements, such as tax record keeping.
- 8.11 If your contact details change while your application is being considered, please tell us.

## **9. Fairness, changes and liability**

- 9.1 We may disqualify an applicant, or withdraw an award, if the applicant:
- (a) gives false or misleading information;
  - (b) breaks these terms;
  - (c) interferes with the process, including by trying to influence Panel members about their application outside the process; or

- (d) does something that seriously damages the reputation of the Fund or WCET.
- 9.2 If an award has already been paid when we withdraw it, we may ask for the money to be returned.
- 9.3 We may change, suspend or cancel the Fund or the process if something outside our control affects it, such as a technical failure, or if the Family and WCET agree that a change is needed. We will tell applicants as soon as we can and will act fairly.
- 9.4 We may update these terms. If we make a significant change after you have applied, we will email you.
- 9.5 Everyone involved in running the Fund will take reasonable care. The recipient carries out their Development Plan, including any travel, at their own risk and should take out appropriate insurance. To the extent the law allows, WCET, the Family and the Panel members, and their employees, contractors and agents, are not liable for loss, injury or costs you experience because you applied for or took part in the Fund, or carried out your Development Plan.
- 9.6 Nothing in these terms limits any rights you have under New Zealand law that can't be excluded, including under the Fair Trading Act 1986 and the Consumer Guarantees Act 1993.
- 9.7 These terms are governed by New Zealand law, and the New Zealand courts have jurisdiction.

## 10. Definitions

- 10.1 **Hospitality** means working in the food and drink industry, in front of house or back of house. Examples include chefs and cooks, servers, hosts, bartenders, sommeliers, venue managers and business owners.
- 10.2 **Wellington** means the wider Wellington region, including Upper Hutt, Lower Hutt, Porirua, Kapiti and Wairarapa.
- 10.3 **Working day** means any day other than a Saturday, Sunday or public holiday observed in Wellington.

## 11. Accepting these terms

- 11.1 By ticking the acceptance box on the application form, you confirm that you have read and understood these terms, that the information you have given is true, and that you agree to them.