



CIRCLES OF EXCELLENCE

Parameters for Period 2	How to Earn a Point
Participated in at least one trade show (Regional or National in Nov/Dec)	Register for an online trade show or live trade show on Marketplace Tools
Participated in the National Company Branding Competition	Submit the company branding kit through the Competitions Manager
Submitted the Executive Summary for the Business Plan Competition	Submit an Executive Summary through the Competitions Manager
Processed at least one Payroll (Nov/Dec)	Submit payroll to employees through the Firm Bank Account
Processed at least one Rent payment (Nov/Dec)	Submit payment to VE Realty (Account #630907080) through the Firm Bank Account or notify RD of rent payment to a VE firm
Processed at least one Utilities payment (Nov/Dec)	Submit payment to VE Utilities (Account #630907072) through the Firm Bank Account or notify RD of utilities payment to a VE firm
Evidence of student transactions (purchases made from student accounts in Nov/Dec with 80% of the students making at least one transaction)	Student purchase product/service from another firm through their Personal Student Bank Account
Evidence of QuickBooks account setup	Submit screenshot of QuickBooks bank account setup to the QBO Account Setup Form
Submitted the 941 Withholding Payroll Tax Form* (Nov/Dec)	Submit the 941 Withholding Payroll Tax Form
Processed the 941 Remittance payment* (Nov/Dec)	Submit 941 Remittance payment to VE Payroll Tax (Account #630907102) through the Firm Bank Account
Developed a Risk Management plan	Submit to the Risk Management Plan Submission Form
Established a Corporate Social Responsibility policy	Submit to the Corporate Social Responsibility Policy Form
Proof of purchased merchandise to sell or purchase of supplies to make products	Purchase merchandise order on the Wholesale Marketplace and submit payment to VE Wholesale Marketplace (Account #630907145) through the Firm Bank Account
Processed payment for General Liability or Workers Compensation insurance*	Submit insurance payment to VE Business Insurance (Account #630907153) or VE Workers Compensation (Account #630907153) through the Firm Bank Account or notify RD of insurance payment to a VE firm