



THE SOCIAL ENTERPRISE MARK  
TRADING FOR PEOPLE AND PLANET

# APPLICATION AND ASSESSMENT PROCESS FOR THE SOCIAL ENTERPRISE MARK

**STEP 1**

## Find out more about what we offer!

Find out about our [Accreditation Services](#) and [what the Social Enterprise Mark stands for](#).

You can also view the [key benefits](#) and find out [the cost](#).



**STEP 2**

## Check your eligibility

Check if you are likely to meet [our criteria](#) using our [criteria checklist](#).

Please contact us if you have any concerns about qualifying or would like to discuss the criteria in more detail: call 07790908829 or email [rachelf@socialenterprisemark.org.uk](mailto:rachelf@socialenterprisemark.org.uk)



**STEP 3**

## Register your interest

Complete our short [Registration Form](#) and we will be in touch within 2 working days to discuss the next steps.



**STEP 4**

## Let's get down to details

We'll contact you to arrange a telephone appointment to discuss your organisation, the likelihood of your organisation qualifying for Social Enterprise Mark accreditation, and to answer any questions you may have about the Social Enterprise Mark.

After this conversation, we should be able to determine whether or not you are ready to apply for the Social Enterprise Mark.





**Ready to apply?**

**YES**

**NO**

On the phone we will cover the information needed to raise an application for you.

We can often gather much of this online via your website, Companies House or other agencies.

We will arrange a date to get back in touch to proceed with your application.

If required, we can discuss and advise on what you need to do in order to successfully apply for the Social Enterprise Mark.

### **Application next steps**

We will raise an application based on the information gathered and send you this to check for accuracy. We will also send an invoice for the licence fee.

You will be asked to confirm your agreement of this, along with acceptance of the application declarations, the annual fee, and terms and conditions of the license.

**STEP 5**

### **Application Assessment and approval process**

Your application will be reviewed by our Assessment Team.

In some cases it may be necessary to refer it to our independent [Certification Panel](#) – if so, we will inform you this is required and the reasons why.

For the majority of applications reaching this stage, it takes **1 – 4 days** to receive a provisional approval for the award of the Mark, but if referred to Panel it can take up to 4 weeks for a final decision to be made.

Subject to prior receipt of payment for the licence fee, we will confirm your acceptance as a fully approved Social Enterprise Mark holder!

**STEP 6**