



NOMINATION PROCESS
FOR
2016 CITIZEN OF THE
YEAR

SELECTION CRITERIA

All citizens of Consort and area are eligible with the exception of any current member of Council of Staff of the Village of Consort. The Citizen of the year award recognizes and honors individuals who strive towards the highest level of professionalism accomplishments. Men and women, who excel in their chosen profession, have devoted significant time and energy to improve the community's quality of life and have provided leadership to assist others in becoming involved in the community.

Nominees shall:

- + Demonstrate excellence, creativity and initiative in their business or profession; and
- + Provide valuable service by devoting time and energy to improve the business climate and the quality of life for others in the community; and
- + Assist others in developing and utilizing their full leadership potential;
- + Have signed a form agreeing to stand for nomination and have signed the necessary waivers stating that, if chosen as finalists; they are willing to have their names published and information related to the nomination made public;
- + Have agreed to participate in events and publicity related to the Citizen of the Year.

Please note that the Village of Consort will archive the nomination packages of the finalists with a copy to nominator and finalists.

Re-submissions of finalists will not normally be accepted in consecutive years. Nominees who are not officially recognized finalists may be re-nominated.

PREPARING YOUR NOMINATION SUBMISSION

Note the deadline is **December 23rd, 2016 at NOON.**

To indicate interest in the nomination process, please contact the Village office at 403-577-3623. Nominations information and forms can be downloaded from the website or picked up at the Village office.

MAIL OR DROP OFF YOUR SUBMISSION TO:

**Citizen of the Year
Village of Consort
Box 490
Consort, AB T0C 1B0**



*NOMINATION
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We hereby nominate:

Name:	
Company:	
Business Address:	
Business Telephone:	
Home Telephone:	
Email:	
Sponsor 1	Sponsor 2
Name:	Name:
Business Name:	Business Name:
Address:	Address:
Postal:	Postal:
Phone:	Phone:
Email:	Email:

NOMINATION CHECKLIST

- ✚ Ensure candidate meets Nomination Criteria
- ✚ **PREPARE WRITTEN SUBMISSIONS BY DECEMBER 23rd, 2016 AT NOON**
Include:
 - ✚ Letter of nomination;
 - ✚ Documentation of business service, length of time serving the community, value of service to the community, impact of contribution, breadth and quality of impact of service given;
 - ✚ Documentation of visibility in the community: how widely known in the community is the nominee for his/her business contributions; leadership and participation?
 - ✚ List of Community Service accomplishments;
 - ✚ Support for Nomination: type of support given, groups/individuals supporting nomination, third party support, documentation (clippings, letters of support, photographs, etc.)
 - ✚ Waiver from nominee: re: Nomination and Publicity Agreement,



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**NOMINATION AND
PUBLICITY AGREEMENT**

I agree to stand as a nominee for the Village of Consort Citizen of the Year for _____ (insert year).

I agree to have my name published as a nominee/finalist and agree to have information related to the nomination made public. I am aware the nomination package will be archived and made available to the public.

I am prepared to participate in events and publicity related to the Volunteer of the Year.

NAME OF NOMINEE: _____ (Please print)

SIGNATURE OF NOMINEE: _____

DATE: _____