

20__ NOMINATION FORM - NAVAN COMMUNITY BUILDERS WALL

Please fill in the following form, and send it to us with all supporting material. You must provide four unbound copies of all nomination materials (attach a copy of this form to each package). Please keep a copy for your records, as this material will not be returned. The nominee should be made aware of the nomination if possible.

NOMINEE **CATEGORY:** **INDIVIDUAL OR FAMILY** **GROUP**

NAME: _____

PHONE: _____ **EMAIL:** _____

STREET ADDRESS: _____

CITY/PROVINCE: _____ **POSTAL CODE:** _____

Is the nominee aware of the nomination? **YES**

NOMINATOR **INDIVIDUAL** **GROUP**

NAME: _____

PHONE: _____ **EMAIL:** _____

STREET ADDRESS: _____

CITY/PROVINCE: _____ **POSTAL CODE:** _____

1. Please submit a 500-1500 word summary of the nominee's achievements. This should:
 - a. Highlight specific initiatives that support the nominee's impact on the Navan community.
 - b. Indicate how will this individual be remembered by future generations for their contributions?
 - c. Identify what qualifies this individual as a visionary, having impact on the community?
 - d. For groups include a documented history of the group's contributions to the community
 - e. The nominator is encouraged to contact the nominee for any information that would support the nomination including photos if available.
2. Detail any other awards, honours or special recognition given to the nominee.
3. Provide a minimum of two letters of support. The nominator is not permitted to provide a letter of support. If the nomination is from a group, a letter of support from the same group (even if signed by a different individual than the person who signed the nomination form) or from a member of that group, is not permitted.
4. For groups, please include the following:
 - a. proof of non-profit status
 - b. proof of year formally established in the community

All information in this nomination will remain confidential without the expressed consent of the nominee and the nominator.