



CITIZEN'S CIVIC AWARD

Nomination

This form is to be completed by nominators only. Two nominators are required.

Please write clearly using BLOCK LETTERS.

Please return via post to: Napier City Council, Citizens' Civic Awards, Private Bag 6010, Napier 4142 Or send via email to: governance@napier.govt.nz

Please include all scanned documentation in support of the nominee.
All nominations must be received by Sunday 1 July 2018.

Section 1: Nominee Details

I/We nominate the following person to be considered for a Citizen's Civic Award in recognition of the extraordinary commitment they have made of their time and skills to voluntary service in the Napier community.

Information as follows:

Full Name:	MR / MRS / MISS / MS / DR:		
Physical address: <i>(PO Box is not valid)</i>			Postcode:
Phone(s):	Home:	Mobile:	
Email:			
Length of residence in Napier:			
Occupation: <i>If retired, please provide previous career details.</i>			
Area(s) to which most of the nominee's volunteer time has been given:			
Has the nominee been the recipient of any other Napier City Council award? <i>If so, please give details.</i>			

Please include as many details as possible regarding the volunteer work and service to the community undertaken by the nominee. Copies of any supporting letters and other relevant information can be provided as attachments and/or enclosures with the application form.



Section 2: First Nominator Details		
Name:		
Postal address:		
		Postcode:
Phone number(s):	Phone:	Mobile:
Club or Organisation: <i>(if relevant)</i>		
Position in Club/ Organisation: <i>(e.g. President, Secretary)</i>		
Signature:	Date:	

Section 3: Second Nominator Details		
Name:		
Postal address:		
		Postcode:
Phone number(s):	Phone:	Mobile:
Club or Organisation: <i>(if relevant)</i>		
Position in Club/ Organisation: <i>(e.g. President, Secretary)</i>		
Signature:	Date:	



Section 4: Qualifying Criteria and Notes

In 1977 Napier City Council introduced the Citizens' Civic Awards to give some recognition to the citizens of Napier who give much of their time in performing voluntary service of particular merit.

The qualifying criteria are:

- Recipients must have performed exceptional voluntary service to the Napier community.
- The nominations are to be made by any two citizens.
- Any nominations not successful in any one year may be re-nominated in the following year or years.
- Nominations submitted in prior years are not automatically carried forward.
- There is no restriction placed on the length of service in any category.
- Current Napier City Councillors are not eligible for an award. Former Councillors who continue to carry out exceptional volunteer work once leaving Council are eligible for nomination for a Citizen's Civic Award.
- Those people who have received higher national honours also qualify to receive Citizens' Civic Awards from the city.
- Nominations for the Citizens' Civic Awards are called for annually.
- A panel comprised of the Mayor or his/her representative, two Councillors and the Chairperson of the Maori Consultative Committee or his/her nominee selects from the public nominations.
- The Selection Panel, on consideration of the nominations, will decide on the number of awards.
- The awards are distributed at an appropriate civic function where a badge and a certificate are presented.

Notes:

Please ensure that all details on the nomination form are completed.

We need as much information as possible about the person being nominated, i.e. newspaper clippings, references, etc. The more information that can be received about the person the better.

The Council asks that nominees are not informed of their nomination to avoid any possible embarrassment to the Council or the nominee.

Any enquiries regarding the nominations for the Citizens' Civic Awards should be made to Napier City Council, Ph. 833 8755, or email governance@napier.govt.nz

Please return via post to: Napier City Council, Citizens' Civic Awards
Private Bag 6010
Napier 4142

Or send via email to: governance@napier.govt.nz

Please include all scanned documentation in support of the nominee.

All nominations must be received by Sunday 1 July 2018.