



**CLOSING DATE FOR NOMINATIONS: 12 June 2019**

New Plymouth District Citizens' Awards recognise citizens for significant contributions to the district and/or its citizens. All nominations for a citizens' award must be submitted using this form.

***Nominee details***

Full name of person nominated

First name(s) Surname

Postal address (include postcode)

Email

Phone

Daytime After-hours or mobile

Date of birth

Length of residence in New Plymouth District

***Nominator details***

**Letters of support are required. Comprehensive information in support of the nomination will assist the Council.**

Nominated by

First name(s) Surname

Postal address (include postcode)

Email

Phone

Daytime After-hours or mobile

***Seconder details***

Secondered by

First name(s) Surname

Postal address (include postcode)

Email

Phone

Daytime After-hours or mobile

Please turn over

**OFFICE USE ONLY**

Date received  Received by  Letters of support attached  Document #









## Information to assist with nominations for a Citizens' Award

Comprehensive information in support of your nomination will assist New Plymouth District Council (NPDC), i.e. letters of support from relevant organisations.

### Nominee criteria

Nominees must have made a significant contribution to the well-being of the district and/or its citizens:

- Over a significant period of time, and/or
- Through exceptional actions, and/or
- By other means.

The following limitations apply:

1. All nominations for a citizens' award must be submitted using this form.
2. Nominations are confidential between the nominator/seconder and NPDC.
3. A maximum of 12 awards will be presented each year.
4. If the nominee has received payment or other remuneration then NPDC will determine whether, in its view, the nominee's action was carried out as part of their remunerated responsibilities or was sufficiently beyond the call of duty to warrant special recognition.
5. Current serving political figures, including district councillors and community board members, are ineligible.
6. If multiple nominations are received from the same organisation usually only one award will be given.
7. Nominees must normally live in New Plymouth District. NPDC has discretion to present awards to non-residents.
8. Councillors or community board members can nominate up to two recipients each year.
9. Nominations from a nominee's immediate family will not be considered.
10. Nominations received after the nomination closing date of 12 June 2019 will not be considered.
11. If a recipient is subsequently found guilty of an offence punishable by a term of imprisonment of two years or more that person will be notified immediately and their name will be removed from the Citizens' Awards honours board without delay.

### NOMINATION CHECKLIST



Nominee details



Form completed



Seconder details



Supporting information