

## Citizens' Awards Nomination Form

Each year, Woodley Town Council celebrates the work of people who help others and contribute to our community at its Citizens' Awards ceremony.

The Mayor will present the awards at a Civic Reception, to which the award winners, their family and friends, and the nominators are invited. The next Citizens' Awards ceremony will be on **Friday 1<sup>st</sup> April 2022**.

The awards are for individuals whose good works benefit an individual or organisation in Woodley. They can be good neighbours, or people who carry out voluntary work, or who care for people in our community. Nominees can be any age and there is a youth category for nominees aged 19 or under.

If you know someone you think deserves recognition for their work in our town you can make a nomination by filling in this form and returning it to the Council offices by **Friday 21<sup>st</sup> January 2022**.

### **The guidelines for nominations are provided below:**

- No serving Town Councillor or Officer may make or receive an award.
- A nominee cannot be nominated for their work in a field in which they are also in paid employment.
- A nominee must have made a significant contribution to an individual, a group of people or an organisation in Woodley.
- Nominations will be accepted for nominees living outside Woodley, as long as the main focus of their good works is to the benefit of a person or people living in Woodley.
- Nominees can be any age.
- Nominees for the youth award must be aged 19 or under at the time of making the nomination.
- Any canvassing of members of the committee that considers the nominations will result in that nomination not being considered.
- The decision of the committee on the awards is final and no correspondence will be entered into regarding any decision.
- Nomination forms must be completed by two nominators.

***For further information please contact Matthew Filmore, Committee Officer:  
0118 9690356 / [matthew.filmore@woodley.gov.uk](mailto:matthew.filmore@woodley.gov.uk)***

# Citizens' Awards Nomination Form – FIRST ENDORSEMENT

NAME OF NOMINEE:

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ADDRESS OF NOMINEE:

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TELEPHONE NUMBER AND EMAIL ADDRESS OF NOMINEE:

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PLEASE TELL US WHY YOU HAVE NOMINATED THEM:

I DECLARE THAT THE PERSON I HAVE NOMINATED IS NOT AWARE OF THIS NOMINATION AND THAT, TO THE BEST OF MY KNOWLEDGE, THE REASONS FOR THIS NOMINATION AND THE INFORMATION I HAVE PROVIDED ARE TRUE AND CORRECT.

SIGNED BY:

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EMAIL ADDRESS:

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TELEPHONE NUMBER:

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# Citizens' Awards Nomination Form – SECOND ENDORSEMENT

PLEASE TELL US WHY YOU HAVE NOMINATED THEM:

I DECLARE THAT THE PERSON I HAVE NOMINATED IS NOT AWARE OF THIS NOMINATION AND THAT, TO THE BEST OF MY KNOWLEDGE, THE REASONS FOR THIS NOMINATION AND THE INFORMATION I HAVE PROVIDED ARE TRUE AND CORRECT.

SIGNED BY:

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EMAIL ADDRESS:

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TELEPHONE NUMBER:

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*Your privacy is important to us and we will only keep your information for the purposes for which it was submitted. You can find out more about how we use your data from the Privacy Notice available on our website [www.woodley.gov.uk](http://www.woodley.gov.uk)*