



## TAMWORTH BOROUGH COUNCIL NOMINATION FORM

Please read the guidance notes and provide a covering note or letter with your details

NOMINEE
<i>Please clearly print or type the following details about the person you are nominating. You must ensure that all sections of this form are completed otherwise we will be unable to consider your nominee</i>
<i>Please send the completed form to Democratic Services, Marmion House, Lichfield Street, Tamworth, B79 7BZ</i>

I **Mr/Mrs/Ms**..... of (address) .....  
..... (email) .....

**nominate the following for a Public Recognition Award/Freeman/  
Alderman/Honour** (Please circle relevant nomination)

**Company/Group:**

\_\_\_\_\_

Please ensure that names/details are accurate and that the spelling is correct

**Full Name:**  
*(Individual)*

\_\_\_\_\_

**Known as:**

\_\_\_\_\_

If different from above

**Date of Birth/Formation:**  
*(as applicable)*

\_\_\_\_\_

**Address:**

\_\_\_\_\_  
\_\_\_\_\_

Please include as full an address as possible

**County:**

\_\_\_\_\_

**Postcode:**

\_\_\_\_\_

**Telephone No:**

\_\_\_\_\_

If known, (incl area code if land line number)

The information contained in this nomination is strictly confidential and will not be communicated to any person other than those involved in the administration of the nomination system, with the exception of background information provided which may be used in association with the announcement of any honour granted.

## THE RECOMMENDATION

In this section, space has been provided for you to set out details of how the nominee has made a significant contribution in their area of activity whether it is in the public, private or voluntary sectors.

We are looking for people/organisations with exemplary service, which may be paid or unpaid, who have changed things, with an emphasis on practical achievement; have demonstrated innovation and entrepreneurship; are examples of the best sustained and selfless voluntary service or have delivered in a way that has brought distinction to UK life. The legislation defines this as eminent services.

It is important that you give as much detail as possible about what your nominee has achieved which makes them stand out against others and make it clear if the achievement is in one area or in a number of different areas. Please provide this detail on a separate sheet of paper at the end of this form so as to provide the Committee with as much information as possible.

Please describe the benefits resulting from the nominee's service to a particular field, area, group, community or humanity at large

- What has their impact been?
- How wide is their influence?
- What are their achievements?
- What made their contribution stand out from any other person

Please provide any evidence eg., newspaper cuttings/letters of support etc

**Please state the service for which you consider that the nominee should receive an honour (for example, services to disabled people).**

**Please list the post(s), with start and end dates, in which the nominee has excelled.**

- If you do not know exact dates, please estimate the period of time
- Please state if the post was paid or unpaid or you do not know