



PLEASE PRINT

CORP-1003

Corporate Services

### SENIOR OF THE YEAR AWARD

#### NOMINEE INFORMATION

#### SECTION 1

Full Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ (nominee must be at least 60 years of age)

#### NOMINEE DECLARATION (mandatory)

#### SECTION 2

I am aware of and am in agreement with the submission of this nomination.

Signature of Nominee \_\_\_\_\_ Date \_\_\_\_\_

**If this is a posthumous nomination, the signature of a family member is required:**

Family Member (please print) \_\_\_\_\_ Relationship to Nominee \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

#### NOMINATOR INFORMATION

#### SECTION 3

Full Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-mail Address \_\_\_\_\_

#### SUPPORT DOCUMENTATION (to be attached)

#### SECTION 4

**1. Reason for Nomination**

This information must be provided by the nominator and must outline why the Nominee should receive the Senior of the Year Award. Please include information on Nominee's volunteer service and how he/she has made a positive impact on resident of St. John's.

**2. Letters of Support**

This submission should include two (2) letters of support for the Nominee. One letter must come from the Nominator, while the other letter of support must come from someone other than a family member of the Nominee. Each letter of support must include the following information: Name, address and postal code; Telephone number; E-mail address. Further, the letters should be printed or typed and dated and signed by the supporter.

**3. Additional Information**

The Nominator may also include additional information with the nomination which may include, but is not limited to: Letters of Support (other than the two required); Copies of certificates; Newspaper clippings and/or stories. **Additional information must not exceed two (2) pages.**

**1. Purpose**

The City of St. John's will recognize a senior who has made significant volunteer contributions to the City through:

- Service to the Community
- Improving the quality of life of citizens through community involvement (i.e., music, sport, recreation, arts)

**2. Qualifications**

- Nominees must be 60 years of age or older.
- Nominees must be a current resident of St. John's (or a resident within the past 6 months).
- Nominees should not have received remuneration for their services; volunteer work only.
- Nominees can be nominated by an organization, group or individual.
- Posthumous nominations will be accepted.
- Self-nominations are NOT accepted.

**3. Nominating Process**

- Nominators and references cannot be members of the nominee's immediate family.
- Current members of Mayor's Advisory Committee on Seniors are not eligible to be nominated or to nominate a candidate.
- Two letters of support are required: one from nominator; one from someone other than the nominator or member of the nominator's family.
- No more than two (2) pages of supporting documentation.

**4. Award Selection Process**

- A selection committee, comprised of members of the Mayor's Advisory Committee on Seniors, will review all applications.
- The selection committee will present its short list recommendation to the Mayor's Advisory Committee on Seniors for ratification. The Mayor's Advisory Committee on Seniors will make the final decision on the Senior of the Year selection.
- A senior can only win the award once; anyone who has been named Senior of the Year will not be eligible for future nomination.
- Nomination forms will not be kept from year to year.
- Upon selection, all applications will be disposed of in a secure manner.

I acknowledge that the nominee meets the nomination guidelines and has been made aware of this nomination. I further acknowledge that I have attached all necessary documentation, as indicated by the check boxes.

- Nominee Information
- Nominator Information
- Reason for Nomination - no more than one (1) page
- Two (2) Letters of Support - dated and signed by supporter
- Additional Information - no more than two (2) pages

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please mail completed form to:

City of St. John's  
Recreation Division  
Community Services Department  
P.O. Box 908  
St. John's NL A1C 5M2

For more information:  
Call: 576-8411  
E-mail: rcmurphy@stjohns.ca