



# Port Stephens Annual Awards nomination form

Please submit your completed form via either;

**Email:** [awards@portstephens.nsw.gov.au](mailto:awards@portstephens.nsw.gov.au)

**Post:** PO Box 42 Raymond Terrace NSW 2324

**Hard Copies:** Customer Service, Port Stephens Council administration building, 116 Adelaide Street, Raymond Terrace NSW 2324

**For more information:**

02 4988 0255 or [awards@portstephens.nsw.gov.au](mailto:awards@portstephens.nsw.gov.au)

## Nomination for:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Freeman of Port Stephens  | <input type="checkbox"/> Port Stephens Medal      | <input type="checkbox"/> Environmental Award |
| <input type="checkbox"/> Citizen of the Year       | <input type="checkbox"/> Sportsperson of the Year |  |
| <input type="checkbox"/> Young Citizen of the Year | <input type="checkbox"/> Cultural Endeavour       |  |

## Section one

### A) Details of the nominee

Surname	<input type="text"/>	Title	<input type="text"/>	Other names	<input type="text"/>
Organisation	<input type="text"/> (if applicable)				
Address	<input type="text"/>				
Suburb	<input type="text"/>	Postcode	<input type="text"/>		
Email	<input type="text"/>	Telephone	<input type="text"/>		
Date of birth	<input type="text"/>				

### B) More information

Does the nominee currently live and/or work in Port Stephens? ☐ Y ☐ N

Is the nominee an Australian citizen? ☐ Y ☐ N

### C) Two people who may be contacted for further information about the nominee

1. Name	<input type="text"/>	2. Name	<input type="text"/>
Position	<input type="text"/>	Position	<input type="text"/>
Relationship to nominee	<input type="text"/>	Relationship to nominee	<input type="text"/>
Email	<input type="text"/>	Email	<input type="text"/>
Telephone	<input type="text"/>	Telephone	<input type="text"/>



## Section two

Additional material including photographs, media articles and/or supporting references should be attached to enhance nomination.

### A) Photograph of the nominee

A photograph of the nominee is attached to this form ☐ Y ☐ N  
(6x4 printed or high resolution electronically)

### B) Significant contribution and achievements

Please refer to the attached Guidelines and Criteria and provide a 400-600 word statement that addresses the following questions:

**Q1. Nominee's past and present membership of community, sporting, cultural and/or professional bodies.**

**Q2. In what role(s) or area(s) has the nominee excelled or made a contribution?**

**Q3. Please describe the nominee's outstanding service or positive contribution and how it has benefited the community.**



#### Q4. How has the nominee's contribution been recognised elsewhere?

### Section three

#### Please use this checklist to ensure that your nomination is complete

(incomplete nominations will not be accepted)

- ☐ I have read the nomination guidelines and criteria
- ☐ I have addressed ALL the selection criteria, including attaching a photograph
- ☐ The information provided in this nomination is accurate
- ☐ Supporting material, including references are attached
- ☐ Total number of pages for this nomination, including nomination form

#### Details of person submitting this nomination

Surname	<div></div>	Title	<div></div>	Other names	<div></div>
Organisation	<div>(if applicable)</div>				
Email	<div></div>	Telephone	<div></div>		
Signature	<div></div>	Date	<div></div>		

### Nominations close at 5pm on Friday 29 November 2019

Please ensure that all additional pages and supporting material is attached to your nomination form when submitted.

The Awards will be announced at the Raymond Terrace Australia Day Celebrations on Sunday 26 January 2020.