



Civic Honours Awards for Voluntary Community Service in Invercargill City District (which includes Bluff)

The following conditions and guidelines apply to nominations in respect of Civic Honours Awards:

1. Any person who has carried out meritorious voluntary service in Invercargill City District in one or more of the following categories:
 - Social Wellbeing – including youth activities, social welfare, educational services and community affairs
 - Cultural Wellbeing – including cultural services, religious affairs, and recreation
 - Economic Wellbeing
 - Environmental Wellbeing

is eligible for nomination by any two citizens of Invercargill.

2. Bona fide organisations, associations, societies or clubs may make nominations – if any such group nominates more than one person for consideration, a statement clearly indicating the respective ratings of the nominees should accompany the nomination form submitted. Two Executive Officers of the nominating organisation, association etc are required to sign the nomination form and record the titles of their office alongside their signatures.
3. Information given concerning nominees needs to include sufficient detail in respect of the merits of nominees so that the Selection Panel appointed to decide the recipients of Civic Honours Awards may exercise its function with a full cognisance of the qualifications of the nominees. It is emphasised that details sought are not merely those of offices held. Information should be supplied concerning actual work or activities carried out. Information supplied will be confidential to the Selection Panel, with the exception of that received in respect of the successful nomination. The canvassing of any Councillors or Committee members may lead to the rejection of a nomination.
4. Nominations for Civic Honours Awards should be forwarded to:

Michelle Sievwright
Invercargill City Council
Private Bag 90104
INVERCARGILL 9840

or emailed to michelle.siewwright@icc.govt.nz

no later than 5.00 pm on **Friday 12 April 2024**.

The decisions of the Selection Panel shall be final and binding.

Nobby Clark
MAYOR

Nomination - Civic Honours Award for Voluntary Community Service in Invercargill City District

(Please refer to attached guidelines for conditions)

NOMINEE:

Full Name of Nominee _____

Address _____

Occupation _____

Date of Birth ____/____/____ Place of Birth _____

NOMINATOR:

First Nominator _____

Address _____

Telephone Number _____(home) _____(work)

Second Nominator _____

Address _____

Telephone Number _____(home) _____(work)

Type(s) of Community Service

Qualifications

Please record full qualifications of nominee on next page.

(Signature of persons or Executives of organisation submitting nomination)

Signature

Signature

Date ____ / ____ / ____

