



**The Corporation of the Township of Hamilton**

PO Box 1060, 8285 Majestic Hills Drive, Cobourg, ON K9A 4W5

(905) 342-2810 | [clerks@hamiltontownship.ca](mailto:clerks@hamiltontownship.ca) | [www.hamiltontownship.ca/awards](http://www.hamiltontownship.ca/awards)

---

## Community Recognition Awards Nomination Form

### Nominee Contact Details:

Name / Organization:

E-mail:

Address:

Parent Name (Required if nominating a youth):

Telephone:

### Awards Category:

Mayor's Award  
for Excellence

Volunteer Service  
Award

Environment  
Award

Outstanding  
Youth Award

Innovation Award

### Nominator Contact Details:

Name:

Telephone:

Address:

E-mail:

### Nomination Check-list:

Nomination form  
completed in full.

Explanation of  
achievement /  
contribution  
included.

Two signed  
testimonials  
included.

### Eligibility and Conditions:

1. Every submission must be completed on the Township of Hamilton Nomination Form and must include the First Name, Last Name, email address and phone number of both the Nominator and the Nominee.
2. Nominees must reside or operate their organization in the Township of Hamilton. However, the selection committee may choose to honour a non-Township of Hamilton resident or organization with strong ties and contributions to the community. Nominators do not have to reside within the Township.



## The Corporation of the Township of Hamilton

PO Box 1060, 8285 Majestic Hills Drive, Cobourg, ON K9A 4W5

(905) 342-2810 | [clerks@hamiltontownship.ca](mailto:clerks@hamiltontownship.ca) | [www.hamiltontownship.ca/awards](http://www.hamiltontownship.ca/awards)

---

3. Nominations must include a detailed explanation of the achievement or contribution including the impact/benefit to the community and the level of commitment of the Nominee.
4. Nominations must also include 2 signed testimonial letters that detail the value and impact of the achievement or contribution. These letters must indicate knowledge of the achievement/contribution as well as support of the Nominee. Additional testimonials, publications, newspaper articles and media stories may also be submitted.
5. Self Nominations will not be accepted.
6. Nominees may be eligible in more than one category, however, the Committee reserves the right to determine which category the Nominee will be considered for, to ensure equity.
7. Nominees must not have won the same award within two years.
8. Present members of Council, staff, and members of Community Recognition Awards Committee and their families are not eligible for nominations.
9. Completed nomination forms and supporting documentation must be received by the Clerks Department before October 13, 2023 at 4:30pm. Nominations may be submitted:
  - In person: 8285 Majestic Hills Drive, Cobourg, ON, K9A 4W5
  - By mail: PO Box 1060, Cobourg, ON, K9A 4W5
  - By email: [clerks@hamiltontownship.ca](mailto:clerks@hamiltontownship.ca)

### Nominator Declaration:

I declare to the best of my knowledge that all information on this form and all supporting documentation is accurate and true and that the Nominee is a qualified candidate per the eligibility criteria and award(s) descriptions.

Signature:

Date:

Personal information contained on this form is collected under the authority of Section 4 of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and will be used for processing Civic Award nominations. Questions about this collection of information should be directed to the Clerk's Department by mail or in-person (PO Box 1060, 8285 Majestic Hills Dr, Cobourg, Ontario, K9A 4M5), telephone (905-342-2810) or email ([clerks@hamiltontownship.ca](mailto:clerks@hamiltontownship.ca)).