

**LITCHFIELD
COUNCIL**

Community effort is essential



2017 Litchfield Council Australia Day Community Awards Nomination Guidelines

On **Thursday 26 January 2017** Australians all around the country will celebrate what's great about Australia.

We would like you to help us celebrate what's great about our community by nominating someone you know for a Local Government Australia Day Award.

Pay tribute to someone who makes you proud to be an Australian, be it a friend, family member, workmate or someone you have met while serving the community, and nominate them for a Litchfield Council Community Award.

The Award categories that you may nominate in are:

- ***Litchfield Citizen of the Year***
This award recognises a citizen 18 years and over who has demonstrated an outstanding achievement for the Litchfield Community.
- ***Litchfield Young Citizen of the Year***
This award recognises a young citizen up to 17 years who has demonstrated an outstanding achievement for the Litchfield Community.
- ***Litchfield Community Event of the Year***
This award recognises a Community Event that has made a significant and outstanding contribution to the Litchfield Community in the current year or over a number of years.

HOW TO NOMINATE:

Please complete the attached form. Supporting documentation (which can include items such as personal references, photographs, samples of work, portfolios, articles etc) may also be provided with your nomination form if you feel it will assist the judges in making their decision. Please do not supply originals of supporting documentation, as all documentation will be retained by *Litchfield Council*.

SUBMISSION DEADLINES:

Entries submitted by mail must be postmarked on or before 31 October 2016 and addressed to:

Litchfield Council
Australia Day 2017
PO Box 446
HUMPTY DOO NT 0836

Electronic submissions must be received by no later than 4.30pm on 31 October 2016 at council@litchfield.nt.gov.au.

Submissions to Council offices must be lodged by no later than 4.30pm on 31 October 2016 at 7 Bees Creek Road, Freds Pass.

Entries submitted by fax must be received by no later than 4.30pm on 31 October 2016 at **08 8983 1165**.

ELIGIBILITY:

All nominees must be an Australian citizen and reside in the Litchfield Community at the time of nomination.

Active member of the Litchfield Community.

SELECTION CRITERIA:

Please consider the selection criteria listed below when completing your nomination:

- Confirm that the person / event is actively involved in the Litchfield Community.
- How has the person/event made an outstanding positive contribution to the Litchfield Community?
- How is the person/event provided an inspirational role model for the community?
- How has the person/event demonstrated a commitment to enhancing the Litchfield Community?
- Why do you believe that this person/event should receive an Australia Day Award?

AWARD PRESENTATION:

Nominees will receive a formal letter of acknowledgement confirming receipt of their nomination.

Nominees and nominators will receive invitations to the official award ceremony on Thursday 26 January 2017 where the winners will be announced.



**2017 Litchfield Council
Australia Day Community Awards
NOMINATION FORM**

Name of Nominee: _____

Date of birth: _____ Email: _____

Address: _____

Phone: (h) _____ (w) _____ (m) _____

I would like to nominate the above mentioned person, group or event for an Australia Day Award in the following category:

- Litchfield Citizen of the Year**
- Litchfield Young Citizen of the Year**
- Litchfield Community Event of the Year**

*Please attach a response to the **Selection Criteria** as outlined on the Nomination Guidelines that is no longer than two (2) A4 pages.*

Supporting documentation may be additional to this limit. Please also include **2 – 5 photos** that may be used in a presentation at the Awards Ceremony.

Referee Details (if available):

Name: _____ Email: _____

Address: _____

Phone: (h) _____ (w) _____ (m) _____

Nominator (Your) Details:

Name: _____ Email: _____

Address: _____

Phone: (h) _____ (w) _____ (m) _____

Signature of nominator: _____