



Australia Day

2020 Richmond Valley Australia Day Nomination Form

Instructions to Applicants

Getting support

If you are having trouble with your application, please contact us on 02 6660 0300 during business hours or email hayley.hancock@richmondvalley.nsw.gov.au

Guidelines

Please refer to the guidelines linked [here](#) for further information.

Navigating (moving through) the nomination form

All questions are compulsory. You are unable to submit your nomination unless all compulsory questions have been answered.

Submitting your nomination form

Applications close **Thursday, 9 January 2020**.

Please review your nomination form before you submit it. To submit nomination:

- Email council@richmondvalley.nsw.gov.au before 5pm Thursday, 9 January 2020
- Post the nomination form to Locked Bag 10, Casino NSW 2470
- Hand the nomination in at Evans Head and Casino Administration offices.

Attachments and support documents

It is recommended that you attach supporting documents. They can be photos, certificates or references. You can print and hand these in over the counter or you can email them with the nomination form.

2020 Richmond Valley Australia Day Nomination Form

Nomination Information

1. Details of the person you are nominating for an award:

Contact Name _____

Postal Address _____

Suburb/Town _____

State _____

Postcode _____

Email Address _____

Phone Number _____

2. Select an award category:

Tick one box only. It is the discretion of the Australia Day Selection Committee to change the nominated category only in the best interest of the nominee.

Citizen of the Year (25 years and over)

Young Citizen of the Year (24 years and under)

Sportsperson of the Year (18 years and over)

Young Sportsperson of the Year (17 years and under)

Volunteer of the Year (25 year and over)

Young Volunteer of the Year (24 years and under)

3. Brief Introduction

Tell us in 35 words or less, why you nominated this person. This information will be printed on their certificate.

4. On a separate A4 page and in detail, write about why the nominated person deserves this award.

Please refer to the [individual category information](#) for ideas on what to include. The awards are highly competitive so include as much information as possible including general details of the individual, past and present involvement in organisations, volunteer roles and positions as well as contributions made directly attributable to the candidate. Include information about when it occurred and/or the frequency it occurs.

5. List up to five most outstanding achievements/contributions:

1.	
2.	
3.	
4.	
5.	

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Nominators Declaration

1. The information provided in this application is true and correct.
2. The applicant is an individual or not-for-profit organisation.
3. The financial assistance, if provided, will not be used for private gain.
4. I/We are not already receiving financial assistance from Council.
5. The application is not for funding of an event.

9. I have read and agree to the above.

Yes, I have read and agree

10. Nominators Details

Name:	
Address:	
Contact number:	
Email:	

11. Submitted on

Date

Please take the time to review your application before submitting.

To submit nomination:

- Email to council@richmondvalley.nsw.gov.au before the close of business on Thursday, 9 January 2020
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