



Town of New Tecumseth Virtual Wall of Honour Nomination Guideline

The Virtual Wall of Honour celebrates individuals for outstanding contributions to the Town of New Tecumseth celebrated on an annual basis. Inductees into the Virtual Wall of Honour will be celebrated at a Council meeting or an event to be determined by Council.

Eligibility for Nomination

- Candidates must be a resident of the Town of New Tecumseth, or an individual who volunteers or has significantly contributed to the life of the Town of New Tecumseth making a positive impact on the lives of citizens
- Nominees can be submitted posthumously. In such instances, the family of the Nominee must (where possible) consent to the nomination.
- No activities or achievements related to political appointments are eligible
- No Town staff member in connection with their employment position or sitting politician is eligible
- Previous recipients of the Virtual Wall of Honour are not eligible
- Individuals may not nominate themselves or family members

Nomination Process

- Nominators must use the prescribed form
- Nomination submissions will be considered up to March 31 each year
- Submissions will be accepted all year, but any received after March 31 would be considered the following year
- All nominations, whether from an individual or an organization, must include the name and address of the person(s) submitting the nomination. No anonymous nominations will be accepted.

- All nomination packages will be addressed to the following and can be received by mail, e-mail or dropped off in person:

Virtual Wall of Honour
c/o Office of the Clerk/Director of Administration Services
10 Wellington Street East
Alliston, Ontario L9R 1A1
awards@newtecumseth.ca

Nominee Criteria for the Virtual Wall of Honour

The nominee will have:

- A distinguished, well-rounded record of community service demonstrated through participation and leadership in and for various community organizations and institutions which has had a positive impact on the lives of the citizen of New Tecumseth making the community a better place in which to live
- Have significantly contributed to the life of Town of New Tecumseth through their voluntary service

Support for the Nomination

A limited number of attachments providing evidence of the nominee's accomplishments will be accepted. Consider things like newspaper articles, not more than two letters of support, commentaries from peers, etc. and supporting photographs.

The nomination shall also include the following:

- a biography of the Nominee, including the following;
 - the Nominee's contribution(s) to the Town of New Tecumseth through participation and leadership of community organizations which has had a positive impact on the lives of citizens of New Tecumseth making the community a better place in which to live;
 - the Nominee's volunteer contributions which significantly contributed to the life of the Town of New Tecumseth
- a professional quality, colour or black and white, 8"x10" photograph of the Nominee.

Nominee Selection Process

All nominations submitted prior to March 31 of each year will be brought forward by a confidential report to Council.

One nominee will be inducted into the Virtual Wall of Honour on an annual basis.

The nominee will be notified by the Mayor's office by letter advising them that they have been inducted into the Virtual Wall of Honour. The inductee will be presented their award at a meeting or event determined by Council.

The nominator will also be notified of the decision.

Nominees not selected, will be notified by the Mayor's office. Nominators have the opportunity to be able to resubmit names for future consideration.