



Australia Day

Australia Day Achievement Awards Nomination Form

Certificate of Appreciation

Year

Nominee's first name

Nominee's surname

Nominations close

Please note

- Australia Day Appreciation Certificates are presented to **organisations and/or individuals external** to Queensland Fire and Emergency Services (QFES) who, within the last 12 months have **provided outstanding support** to QFES.
- Australia Day Appreciation Certificates are also presented to **supportive employers external to QFES** who, within the last 12 months, have demonstrated a **consistent commitment** to QFES auxiliary staff and volunteers attending fire and emergency service callouts.
- Nomination forms not fully completed, or not providing the required level of detail, or not received by the closing date, will not be considered by the QFES Honours and Awards Advisory Panel.

Submitting this nomination

- Please ensure you have completed **all** areas, including the **nominee's details**, **description of their achievement** and preferred **ceremony location**, and the **signed names and contact information of two QFES people supporting the nomination** together with the **relevant signed endorsement**.
- If completing this form electronically, ensure you 'Save As' a copy of the completed PDF for your records *before* forwarding to your relevant Assistant Commissioner / Executive Director for endorsement.



Has the nominee already received an Australia Day Certificate of Appreciation?

☐ No

☐ Yes If yes, which year?

Nominee

The nomination is for an

☐

Organisation

Name

☐

Employer

Postal Address

Postcode

OR

☐

Individual

Title ☐ Miss ☐ Mrs ☐ Ms ☐ Mr Gender

First Name

Surname

Date of Birth / / Mobile Phone

Email

Private Postal Address

Postcode

Nomination Region

Nomination

1. Description of the achievement* – for

Please provide one sentence only. This will be used for the citation* on the certificate.

2. Statement

(not more than 600 characters)

You can include the role/s or area/s in which the nominee excelled; how the nominee demonstrated an achievement or service worthy of recognition; how the contribution impacted on a particular situation, locality, group, community or Queensland as a whole; or recognition of another achievement – e.g. media coverage or other awards.

Why you believe the organisation/individual should be recognised with a QFES Australia Day Certificate of Appreciation.

(*The citation must reflect specific achievements in the past 12 months.)

Location

If the nominee is successful, to which ceremony should the nominee be invited?

☐ Cairns

☐ Townsville

☐ Rockhampton

☐ Gympie

☐ Toowoomba

☐ Beenleigh

☐ Brisbane (Kedron)

Note: nominations may be made by anyone at any level of QFES; however TWO people must support the nomination and the nomination must also be endorsed.

Supported by

First person

Name _____

Position _____

Rank _____

Email _____

Phone Work Mobile

Signature _____ Date / /

Second person

Name _____

Position _____

Rank _____

Email _____

Phone Work Mobile

Signature _____ Date / /

Endorsed by

Each nomination must be endorsed by the respective Assistant Commissioner or Executive Director.

Name _____

Position _____

Signature _____ Date / /

Submit nomination

Please check and ensure that all form fields have been fully completed.

Note: If you are completing this form onscreen and click the 'clear form' button then the content of ALL form fields will be deleted and you will have to start over.

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- If completing this form electronically, ensure you **first** 'Save As' a copy of the completed PDF for your records.
- **All nominations to be forwarded to your relevant Assistant Commissioner / Executive Director.**