

1. Official Nomination Form

Nominee Name: _____

Address: _____

Phone #: _____

Email: _____

Nominated By: _____

Contact Person: _____

Address of Contact Person

Phone #: _____ **Email:** _____

2. Nominee recommendation letter. Include narrative and supportive material describing how the individual's volunteer efforts benefited the quality of life within the city. Describe how the nominee displayed exemplary commitment, support, skills, leadership, and outreach to the community; the desire to make a positive impact in the city; how this individual embodies the true spirit of service to fellow citizens.

3. Nominee resume. List specific projects, volunteer actions, committees, offices held, events, and civic groups with which the nominee is involved. (Attach separate sheet.)

ALL FORMS MUST BE IN A SEALED ENVELOPE and turned in to the Nominee Box located at Satsuma City Hall. Envelopes should have the following on outside: **SCDO, Attn: Citizen of the Year Judges Committee**

Questions may be directed to Charlotte Richardson at charparkrichardson@gmail.com.