

Nomination Form

Award for Meritorious Service to the Highland Park Environment

1. Name of Resident or Business Nominated*: _____
Nominee's Address: _____
Nominee's Home Phone Number: _____

2. Name of Person Submitting Nomination: _____
Nominator's Address: _____
Nominator's Home Phone Number: _____

-
3. Please provide a detailed description of the reasons why the Highland Park resident and/or business nominated should be selected for the Award for Meritorious Service to the Highland Park Environment. Please address the breadth, scope and significance of the nominee's service and/or accomplishments. Please include any supporting material that will help the Commissioners make their decision, including the following information:
- (A) Description of the service or accomplishment meriting the award;
 - (B) Where the service was performed;
 - (C) Date or dates of the service or accomplishment;
 - (D) Title of the person, if applicable, and if the service or accomplishment was a part of the person's job responsibility (if such is the case, the service or accomplishment must exceed what is normally required of the job); and,
 - (E) An understanding of how the City's environment benefited from the action of the person and/or business

To request the Commission's consideration of a nomination, a fully completed nomination form must be submitted by:

**Friday, November 4, 2016 at
4:00 p.m.**

Please submit complete nomination forms to the attention of Eric Olson, City Planner, by email at eolson@cityhpil.com or by mail to:

Eric Olson, City Planner
1150 Half Day Road
Highland Park, IL 60035
Phone: (847) 926-1853
Fax: (847) 432-0964

* *Please note that elected and appointed City of Highland Park officials are not eligible for the Award for Meritorious Service to the Highland Park Environment.*