

*Mae Reatha Coleman*  
*Crestview Citizen of the Year Award*  
*Nomination Package*

Name of Nominee: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

Name of Person Making Nomination: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Application should be attached to this letter and follow the following Criteria:**

1. Nominee must be a resident of and/or have interest in the betterment of the City of Crestview for a minimum of the past 12 months.
2. Application should be in the form of a timeline (see attached example)
3. Application should discuss specific acts that put others first, overcoming odds, enhancing the quality of life
4. Application should describe who benefited, what was accomplished, breadth of impact and how did it relate to the community.
5. Nomination should be for selfless acts and not related to the person's job.
6. Please include a brief narrative as to why this person should be chosen as the Citizen of the year.
7. All Applications must be accompanied by this cover sheet.
8. Applicants are encouraged to reapply in subsequent years if not chosen for the current year.

**Deadline for submission of nomination packages: July 30, 2019**

Please submit all nominations to the  
City Clerk's Office,  
198 N Wilson Street  
Crestview, Fl 32536  
or email to :  
cityclerk@cityofcrestview.org.

# Example

Nomination for  
Mae Reatha Coleman  
Crestview Citizen of the Year

Name and Address of Nominee

Narrative

Timeline:

1900-1903

1903-1925

Closing remarks

