

# Nomination Form

## Person being nominated

Name of individual

Address

Contact No.

Email address

Date of Birth (if nominating someone for the Young Citizen Award)

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## Nominator contact details

Name

Address

Contact No.

Email address

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## Secunder's contact details

Name

Address

Contact No

Email address

Signature of Nominator..... Dated.....

Signature of Secunder..... Dated.....

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Does this person know they are being nominated for an award? Yes  No

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**Why do you think this person deserves an award?**

Please give as much information as possible about the background and personal circumstances relating to the individual being nominated for the award. *(1000 words max)*

**Please describe what the person you're nominating has done?**

Please tell us about the volunteering or voluntary effort relating to the individual being nominated for the award. What impact has the volunteering made to the community?

Please include information on what they have done, how long the individual has volunteered, including how many hours a week

**Any further information that you think would be useful for the panel to know.**

You can include additional sheets if required.

## Privacy Notice

Glenfield Parish Council is the data controller collecting this personal information and we are relying on your consent to do so. You may withdraw your consent at any time by letting us know, however we may not be able to proceed with your nomination if you do. We will use this information to send you and the nominee an invitation if shortlisted, as well as to get photos and further information about the nominee to be presented on the awards evening. We will keep this information for one year. Finalist's information will be kept for five years. We do not use computers to make decisions about you, and we will not share this information or send it to other countries else unless it is lawful to do so.

You have a number of legal rights in respect of your personal data which are: the right to be informed about how it is being used and why; the right the right of access to it to check that we are acting lawfully and, in some cases, the right to rectify it or to have it erased; the right to restrict our processing of it; the right of data portability; and the right to object to automated decision taking.

Glenfield Parish Council can be contacted on 0116 2312498 or email [office@glenfield-pc.gov.uk](mailto:office@glenfield-pc.gov.uk).

You also have the right to complain to the Information Commissioner's Office 0303 123 1113 or by email [casework@ico.org.uk](mailto:casework@ico.org.uk)