



# BIDEFORD TOWN COUNCIL

Town Clerk and Responsible Financial Officer: Paul Swan

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## CITIZEN'S AWARD NOMINATION FORM

*Making an outstanding contribution to the community*

### Details of the person/s being nominated for the award:

First Name:..... Surname: .....

Address: .....

..... Postcode: .....

Telephone Number: ..... E-mail:.....

### Reasons for Nomination:

You should provide full details of why you are making the nomination giving comprehensive reasons why you consider that the person being nominated has enriched the lives of the residents of Bideford. Each nomination will be considered on its own merits by the Council. Please also see notes on reverse.

# BIDEFORD TOWN COUNCIL CITIZEN'S AWARD

## Award details and nomination procedures:

### What is the purpose of the award?

The purpose of the award is to recognise those individuals or organisations that have made a significant contribution to enriching the lives of Bideford residents.

### What form will the award take?

The award is a framed scroll bearing the name of the individual/s or organisation. This will be presented at the next Mayor Introduction Ceremony on 5 June 2025.

### Who can make a nomination?

Any organisation or individual who resides or is based within the parish of Bideford.

### Who can be nominated?

Any person or organisation either living in or outside Bideford providing that residents within Bideford have significantly benefited from their activities. If the person/s nominated performs the tasks as part of their paid employment, then in order to qualify their contribution must be well above and beyond that normally expected as part of their employment. Town Councillors and Council staff are not eligible for nomination. By signing this form you agree for us to hold and use your data for contact purposes. When your personal data is no longer required, we will destroy it securely. Please see our Privacy Notice [www.bideford-tc.gov.uk](http://www.bideford-tc.gov.uk)

### When should nominations be made?

All nominations must be returned to the Town Clerk's Office, Town Hall, Bideford by 12 noon, 1 May 2025

I certify that to the best of my knowledge all details given are correct and that I have not been influenced or canvassed in any way.

**PROPOSER: Print Name:** ..... **Signature:**.....

**Address:** .....

..... **Postcode:** .....

**Telephone Number:** ..... **E-mail:**.....

**SECONDER: Print Name:**..... **Signature:**.....

**Address:** .....

..... **Postcode:** .....

**Telephone Number:** ..... **E-mail:**.....