

OUTSTANDING CLERK AWARD Nomination Form

*Deadline for receipt (not postmarked) of completed nomination: January 14, 2016
(electronic or faxed copies cannot be accepted)*

Minimum Requirements:

- City Clerk or Finance Officer for a municipality in the State of Missouri, serving at least five (5) years.
- Active, participating member of the Missouri City Clerks and Finance Officers Association for at least five (5) years.
- Have attained the Missouri Registered City Clerk (MRCC) or the IIMC Certified Municipal Clerk (CMC) designation.

NOMINEE'S BIOGRAPHICAL INFORMATION:

Name of Nominee:
Title: Date Appointed:
Municipality Name and Address:

NOMINATOR INFORMATION:

Name/Title:	Phone Number:
Office Address: (if different from municipality address above)	Best Time to Call:

PUBLICITY INFORMATION:

List the names and addresses of newspapers, radio stations, public officials, etc. to whom the announcement of this nomination and/or award should be sent. (attach additional pages if necessary)

Name:	Address:
Name:	Address:
Name:	Address:

Missouri City Clerks and Finance Officers Association

moccfoa.org

NOMINATION FORM

1. Summary of reason for nomination:

*FOR JUDGES ONLY:
10 POINT MAXIMUM
Points Awarded:*

In 500 words or less, describe why you believe this nominee should be selected to receive the Outstanding City Clerk Award.

2. List or describe the nominee's service and/or contributions to the Missouri City Clerks and Finance Officers Association. List all offices, committees, or special projects in the State Association. (attach additional pages if needed)

*FOR JUDGES ONLY:
25 POINT MAXIMUM
Points Awarded:*

Missouri City Clerks and Finance Officers Association

moccfoa.org

<p>3. List or describe the nominee's service and/or contribution to his/her local division of Missouri City Clerks and Finance Officers Association. List all offices, committees, or special projects in the local division (attach additional pages if needed).</p>	<p><i>FOR JUDGES ONLY: 25 POINT MAXIMUM Points Awarded:</i></p> <hr/>
<p>4. List or describe any contribution(s) made by the nominee to the profession, including papers written or published, major legislation developed, and/or individual service to other professional associations such as IIMC, GFOA, etc. (attach additional pages if needed).</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
<p>5. List or describe any contributions made by the nominee to his/her own community and/or municipal government (attach additional pages if needed).</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>

Missouri City Clerks and Finance Officers Association

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<p>6. List or describe any efforts made by the nominee to enhance his/her professional development. Such things may include MRCC or MPCC status, CMC or MMC status, Certified Government Financial Manager, attendance at municipal clerk/finance officer seminars or conferences, college work, or degree in clerk/finance related field, etc. (attach additional pages if needed)</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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<p>7. List or describe any honors, awards, achievements, or memberships in other organizations which contribute to the outstanding qualifications of the nominee. (attach additional pages if needed)</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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Date:	Signature of Nominator:
	Printed Name of Nominator:

PLEASE NOTE: NOMINATING FORMS MUST BE SUBMITTED BY REGULAR MAIL. ELECTRONIC OR FAXED COPIES WILL NOT BE ACCEPTED

<p>Please Mail to: Gayle Conrad, CMC, MRCC Director of Citizen Services/City Clerk P.O. Box 617 Cape Girardeau, MO 63702-0617</p>	<p><i>FOR JUDGES ONLY: TOTAL POINTS 100 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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