

**NOMINATION FORM
KMCA CLERK OF THE YEAR AWARD**

1. **Name of Nominee:** _____

2. **Municipality:** _____

3. **Title:** _____ **Date Appointed:** _____

4. **Nominee Contact Information:** _____

5. Areas of Accomplishment:

Attach additional sheets to this Nomination Form to describe in detail specific instances identified within each area where the Clerk has performed outstanding service. Eligibility will be confirmed as listed on the information sheet. Please reference the Clerk of the Year Award Policy for additional information to be included for the nomination (scoring applicants).

1. Service to the Kentucky Municipal Clerks Association.
2. Service to their city for duties performed.
3. Contributions to the community or other professional organizations.
4. Offices held and awards or accomplishments in the community.
5. Service to the International Institute of Municipal Clerks.

The nomination must be received by the Award Committee Chair no later than **THE LAST DAY OF FEBRUARY OF EACH YEAR.**

Submitted By: _____ Date: _____

Title: _____

Contact Information: _____

PRESS RELEASE 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.

<i>Name</i>	<i>Affiliation</i>	<i>Contact Information (Email/Phone)</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Submit to:

**Bethany Cooper, 1009 Main St., Benton, KY 42025
bcooper@cityofbenton.org**