

THE LEAGUE



OF MERCY

THANK YOU FOR SENDING FOR OUR HONOURING VOLUNTEERS FORM

NOMINATION FOR THE ORDER OF MERCY

THIS FORM MUST REACH THE LEAGUE OF MERCY BY THIS DATE :

(please print or type all details on this form; all sections **must** be completed)

ABOUT YOUR CHARITY

Full name and address of your charity:

Post Code:

Telephone No: Fax No: E-Mail address:

Charity No:

Area of care dealt with by your Charity (please tick as appropriate):

- | | |
|---|---|
| <input type="checkbox"/> The sick, injured or disabled | <input type="checkbox"/> Young people at risk |
| <input type="checkbox"/> The homeless | <input type="checkbox"/> The elderly |
| <input type="checkbox"/> The dying | <input type="checkbox"/> Those impaired in mind |
| <input type="checkbox"/> Other (consideration will be at the discretion of the League's Trustees) | |

Brief description of your Charity's work:

PLEASE ENCLOSE THE LATEST ANNUAL REPORT OR SIMILAR DOCUMENT CONCERNING YOUR CHARITY.

ABOUT YOUR NOMINEE:

Surname:

Forenames:

Title (eg. Mr, Mrs. Ms, Dr, Rev, etc.)

Address:

Post Code:

Date of Birth (or approximate age):

Years of Voluntary service with your Charity:

(seven years is the normal minimum for an award)

years

(N.B. Nominations for people who ceased active service more than a year ago will not normally be considered)

YOUR RECOMMENDATION:

Please tell us the main reasons why the candidate deserves an award. We are looking for exceptional voluntary service to your charity (unpaid except for the re-imbusement of expenses), voluntary work which has been demanding of time and energy and a degree of personal sacrifice. Please bear in mind that only about fifty awards are made each year for the whole of the United Kingdom, so it is important to set out clearly and in detail what your candidate has achieved and what makes him or her stand out amongst other volunteers.

BACKGROUND C.V.:

Please provide full details of voluntary posts held with dates which support and are relevant to your recommendation on the previous page.

LETTERS OF SUPPORT:

Please provide a maximum of three letters of support from people who are familiar with the candidate's work and who are not colleagues within your charity.

Please attach the letters to this form and note the names and appointments of the writers below.

1

2

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DECLARATION:

We the undersigned ° nominate(Candidate's name)
for the award of the Order of Mercy and certify that, to the best of our knowledge, the above facts are true and
also that the candidate's service has been outstanding and distinguished.

NAME:

Position held in Charity

Signature

NAME:

Position held in Charity

Signature

° The nominating signatories should be two senior officers of your charity, preferably the Chairman of the Trustees and the Chief Executive.

NOTES:

- Please note that your nomination will be acknowledged but no further correspondence can be entered into concerning the merits of a particular case.
- If the above particulars change in any way, please notify us.

Please do not inform your nominee about this nomination as it is not fair to raise expectations in case they are not met.

- You and your candidate will usually be informed within six months of the deadline on this form if an award is to be made and full details given of the ceremony, publicity etc.
- If after eighteen months from the deadline on the form, you have not heard that your nominee has been successful, please assume that the nomination has lapsed. Candidates may be re-entered but a different outcome is unlikely unless he or she has had additional achievements.

Please photocopy this form and keep it for your records.

The form (with your charity's Report or similar) should be returned to:

The Nominations Committee.
THE LEAGUE OF MERCY,

*P.O. Box 68,
LINGFIELD,
SURREY.
RH7 6QQ.*