Certified General Accountants Association of British Columbia | 300 - 1867 West Broadway Vancouver, B.C. V6J 5L4 | Telephone: (604) 732-1211 Fax: (604) 732-9439 | Web: www.cga-bc.org E-mail: info@cga-bc.org

HAROLD CLARKE AWARD FOR SERVICE

The Harold Clarke Award for Service is presented to a CGA-BC member, student or staff member in recognition of outstanding service to the Association or to a community or charitable organization.

Nominations must demonstrate outstanding service in two key areas, Dedication and Leadership. To be considered for the Harold Clarke Award for Service the nominee must have represented CGA-BC in a positive manner through their active community support or their exceptional service to the Association.

The demonstration of outstanding service should be evidenced by:

Dedication

> The recipient represents the Association in a positive manner in their voluntary service and support to a community or charitable organization thereby enhancing the professional image of CGA-BC; or
>
> Has shown outstanding or continuous exemplary service to the governance of the Association.

Leadership

> Through their voluntary service, the nominee has enhanced the profession and the image of CGA-BC. They have actively participated, for a minimum of 5 years, in activities of benefit to the public, or have provided an exemplary service to the tactical operations of the Association.

For further details on completing the nomination see Guidelines for Completion.

Eligibility

The individual nominated must be a CGA-BC member, CGA-BC student or a staff member of CGA-BC.

Nomination

Nominations can be made by any two CGA-BC members. The nomination form must be completed and signed and accompanied by a narrative describing the nominee's demonstrated qualities as outlined, together with appropriate documentation.

Completed nominations must be received by March 15th of each year. The nomination is judged solely on the information provided.

HAROLD CLARKE AWARD FOR SERVICE:
Guidelines for Completion of the Nomination

The Harold Clarke Award for Service recognizes outstanding service to the Association or to one's community or charitable organization.

Nominations must provide evidence in two key areas: Dedication and Leadership.

The information and documentation provided to the Honours & Awards Committee must clearly identify the nominee as a CGA-BC member or CGA-BC student or staff member and reflect the activities being recognized in the narrative.

If the individual is being nominated based on their community or charitable service alone, a minimum of five (5) years of service is required.

Consider including:

- details of active participation in community events and activities
- participation on volunteer boards. Include information on positions held and years of participation
- significant and ongoing support of charitable endeavours
- details on participation in CGA-BC governance, including participation and years of service as a member of:
    - the Chapter
    - Association Committee(s),
    - the Board of Governors
    - the Association's Executive

Include evidence of participation and acknowledgement including:

- newspaper articles
- announcements
- recognition bestowed by other organizations

Contributions at the community, charitable and Association levels enhance the professional image and profile of Certified General Accountants. Members who have received their FCGA or Life Membership would normally not be eligible for the Harold Clarke Award of Service. However, if the member has continued to provide outstanding service after receiving their Fellowship or Life Membership, they are eligible for consideration.

Certified General Accountants
Association of British Columbia

HAROLD CLARKE AWARD FOR SERVICE
NOMINATION

We, the undersigned hereby nominate:

Name of Nominee

for the **HAROLD CLARKE AWARD FOR SERVICE**

Personal Data on Nominee:

Name	
Address	
Designations	Member or Student ID Number

Reasons for Nomination:

We request the Honours & Awards Committee consider the attached narrative and documentation supporting this nomination.

We understand this nomination is judged solely on the information provided.

We, the undersigned, certify to the best of our knowledge, that the information provided in support of this nomination is correct.

Print Name	Print Name
Phone Number	Phone Number
Signature	Signature