

*Novato Citizen
of the Year
Committee*



Novato Citizen of the Year 2021 - Nomination Request

To: Novato Community Organizations

This year as in the prior years, the Novato Citizen of the Year Committee, made up of former Novato Citizens of the Year, is seeking nominations of people who could be selected as the Novato Citizen of the Year for 2021. What better place to look than among the community's clubs, religious institutions, and organizations?

I hope that you will take the time to copy and distribute the attached nomination form to your members. Do not be shy. If a member of your family deserves to be nominated, please do so. If you have nominated someone in the past who was not selected, please do again as it is always a difficult choice, and this may be the year that your nominee is selected.

The deadline to return the application is November 25, 2021. Please submit your applications to: COTY Committee, P.O. Box 1347, Novato, CA 94948. Or email to mread1834@aol.com.

Applications will be reviewed by the committee for its 2021 selection.

The 2021 Citizen of the Year will be announced at this year's 62nd annual Novato's Birthday Party or like last year it may be a VIRTUAL event, broadcast on NCTV and on YouTube in January 2022.

Whether in person or virtual, we hope that you and members of your group will join us, January 2022 for Novato's Birthday Party and the naming of the 2021 Citizen of the Year!

Sincerely,

A handwritten signature in blue ink that reads "Michael Read". The signature is written in a cursive, flowing style.

Michael Read, Chairman
Citizen of the Year Committee

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Novato Citizen of the Year Nomination Guidelines 2021

1. A nominee must have resided or worked within the Novato Geographic Area for at least seven (7) years.
2. Nominations are to be made and resumes obtained, with no prior knowledge on the part of the nominee.
3. Nominee names will not be divulged. Prior to the public announcement, the chosen recipient's name will only be disclosed to the appropriate organizations i.e., City of Novato, Senator, Assemblyperson, Congressional Representative and nominator etc. The media will not be advised of the recipient's identity until the award is made at the live or virtual event.
4. Nominations may be submitted at any time during the year, but **all nominations must be received by November 25, 2021**. Please send nominations to:
Novato Citizen of the Year Committee, P.O. Box 1347, Novato, CA 94948. Or email mread1834@aol.com.
5. The person or organization making the nomination will be responsible for obtaining the necessary information concerning the nominee. There will need to be close coordination with the COTY liaison and nominator to make sure the recipient is available for in person attendance at the event on January 22, 2022 or for a social distance outdoor video recorded presentation prior to the event. The goal is to make the presentation successful for the recipient.
6. Nominees for this award should be a person who has been an outstanding volunteer in the Novato Community. His/her contributions should be in a number of different areas i.e., youth, senior, religious, community organizations, in addition to his/her business and/or profession. **The nominee cannot hold public office at the time of nomination.**
7. Only one person can receive this award for a given year. A couple, should they be nominated, will be considered as one person.

Novato Citizen of the Year Committee

P.O. Box 1347 Novato, CA 94948

Or mread1834@aol.com

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Novato Citizen of the Year 2021 - NOMINATION FORM

Full Name of Nominee _____

Address _____

_____ Years of residence/work in the Novato Geographic Area (minimum of 7 years)

Please provide the following information about the nominee:

- Services, honors, rewards and achievements related to the Novato community.
- A list of organizations in which the candidate has been active and positions held, if any.
- Qualities that distinguish this individual.
- Reasons why this person should be selected as Novato "Citizen of the Year".

This nomination will be held in confidence, to be divulged only if this person is chosen.

If your candidate is chosen, it is possible that additional background material will be needed, and you will be contacted to provide this.

Name of Nominator _____ Signature

Address _____

Home Phone _____ Business Phone

Email _____

Organization represented (if any) _____

Please return no later than November 25, 2021 to:

Novato Citizen of the Year Committee

P.O. Box 1347

Novato, CA 94948

Or email mread1834@aol.com