

Honorary Title of Freeman of the Town of Maldon Nomination Form.

To the Clerk of Maldon Town Council

Name of Petitioner:.....
Address:.....
.....
Telephone number:.....
E-mail address:.....
Relationship to the Nominee (if any)

Details of person seconding the nomination
Name
Address
Telephone number
E-mail address:
Occupation
Relationship to the Nominee (if any)

Nominee details

Name of Nominee:.....
Address.....
.....
Resident of Maldon since
Occupation/former if retired
Petitioners summary of evidence to support application:
.....
.....
.....
.....
.....
.....
.....

Detail of supporting evidence for application
(See Guidance Notes)

Organisation:

Dates served between: From..... to

Position(s) held

.....

.....

Detail of the benefit of the service personally provided by the nominee.

.....

.....

.....

.....

.....

Person able to confirm details from that organisation.

Name Position.....

Address

Telephone number

e-mail

Detail of supporting evidence for application

Organisation:

Dates served between: From..... to

Position(s) held

.....

.....

Detail of the benefit of the service personally provided by the nominee.

.....

.....

.....

.....

.....

Person able to confirm details from that organisation.

NamePosition
Address
Telephone number
e-mail

Detail of supporting evidence for application

Organisation:
Dates served between: From..... to
Position(s) held
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Detail of the benefit of the service personally provided by the nominee.

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Person able to confirm details from that organisation.

Name Position
Address
Telephone number
e-mail

Detail of supporting evidence for application

Organisation:
Dates served between: From..... to
Position(s) held
.....
.....

Detail of the benefit of the service personally provided by the nominee.

.....

Person able to confirm details from that organisation.

Name Position

Address

Telephone number

e-mail

To the best of your knowledge has the nominee been previously honoured for any of the below areas on service. Yes/No (circle) If yes, which area and by whom.....

Any other information you consider will strengthen the nominee's application.

.....

For official use only

Date received (latest 1 December).....

Electoral roll number for Petitioner..... Nominee

Due enquiry with named persons completed by (Name and Date)

.....

Date circulated to Working Party

Successful Nominee contacted (date)

Accepted or declined.....

Date for conferment

Nominee confirms attendance at conferment meeting

Freedom scroll prepared

Guidance notes for Petitioners

Please read these notes before commencing a nomination.

1. Maldon Town Council will, in special circumstances, where the criteria is fully met, award to an individual the title of “Honorary Freeman of the Town of Maldon”. This honour will not be awarded annually but only on rare and exceptional occasions.
Nomination alone in no way implies that the Honour will be granted.
2. A nominee will have given extensive and distinguished service to the community that goes beyond purely the occupational but will include service to organisations or groups of a largely voluntary nature. The nominee must have made an outstanding contribution to the Town such that the nominee’s collective efforts can be seen to stand above the contributions made by most other people.
3. The contribution maybe of a social, cultural, educational or welfare and must involve one or more of the following factors:-
 - (a) Significant contribution of the person's time in serving members of the community for the improvement of their welfare.
 - (b) The promotion, achievement and or delivery of community services in which a real personal role and contribution is made.
4. A guideline for duration of ‘service’ will be 25 years which can be tallied as an accumulation of service in combined roles/capacities in different organisations. Although four sections are included in this application for evidence this does not imply that they must all be used.
5. Any resident of the Maldon Town Electoral Register may make a nomination which will need to be seconded by a resident of standing similar to those required to countersign passports.
6. Nominations must be made in writing to the Town Clerk on the approved form.
7. The submission should detail the services provided by the individual to the community and can include other useful background information to support the nomination.
8. You need not contact any person you name to support the nomination however they must be associated with that area of evidence.
9. The nominee must be a resident of the Maldon Town Electoral Register at the time of nomination.
10. Maldon Town Council retain absolute discretion in respect to granting this civic honour and there is no power of appeal.
11. Nominations that are unsuccessful maybe updated and re-submitted after the expiry of two years.
12. Data Protection, data supplied in this application maybe used for the purposes connected only with this application and maybe retained for future reference in relation to this matter only.