



# Australia Day

## Australia Day Achievement Awards Nomination Form

### Certificate of Appreciation

Year

2025

Nominee's first name

Nominee's surname

Nominations close

#### Please note

- Australia Day Appreciation Certificates are presented to **organisations and/or individuals external** to Queensland Fire Department (QFD) who, within the last 12 months, have **provided outstanding support** to QFD.
- Australia Day Appreciation Certificates are also presented to **supportive employers external to QFD** who, within the last 12 months, have demonstrated a **consistent commitment** to QFD auxiliary staff and volunteers attending fire and emergency service callouts.
- Nomination forms not fully completed, or not providing the required level of detail, or not received by the closing date, will not be considered by the Judging Panel.

#### Submitting this nomination

- Please ensure you have completed **all** areas, including the **nominee's details, description of their achievement, and the signed names and contact information of two QFD people supporting the nomination** together with the **relevant signed endorsement**.
- If completing this form electronically, ensure you 'Save As' a copy of the completed PDF for your records *before* forwarding to your relevant Assistant Commissioner / Deputy Chief Officer / Executive Director / Chief Finance Officer / Chief Human Resource Officer for endorsement.

Proudly supported by



Part of Australian Retirement Trust



Has the nominee already received an Australia Day Certificate of Appreciation?

No

Yes If yes, which year?

## Nominee

The nomination is for an

Organisation

Name \_\_\_\_\_

Employer

Postal Address \_\_\_\_\_

Postcode

OR

Individual

Title  Miss  Mrs  Ms  Mr Gender \_\_\_\_\_

First Name \_\_\_\_\_

Surname \_\_\_\_\_

Date of Birth   /   /   Mobile Phone

Email \_\_\_\_\_

Private Postal Address \_\_\_\_\_

Postcode

Nomination Region \_\_\_\_\_

## Nomination

**1. Description of the achievement\* – for**

*Please provide one sentence only. This will be used for the citation\* on the certificate.*

**2. Statement**

*(not more than 600 characters)*

*You can include the role/s or area/s in which the nominee excelled; how the nominee demonstrated an achievement or service worthy of recognition; how the contribution impacted on a particular situation, locality, group, community or Queensland as a whole; or recognition of another achievement – e.g. media coverage or other awards.*

Why you believe the organisation/individual should be recognised with a QFD Australia Day Certificate of Appreciation.

(\*The citation must reflect specific achievements in the past 12 months.)

Note: nominations may be made by anyone at any level of QFD; however TWO people must support the nomination and the nomination must also be endorsed.

## Supported by

### First person

Name \_\_\_\_\_  
Position \_\_\_\_\_  
Rank \_\_\_\_\_  
Email \_\_\_\_\_  
Phone Work  Mobile   
Signature \_\_\_\_\_ Date  /  /

### Second person

Name \_\_\_\_\_  
Position \_\_\_\_\_  
Rank \_\_\_\_\_  
Email \_\_\_\_\_  
Phone Work  Mobile   
Signature \_\_\_\_\_ Date  /  /

## Endorsed by

Each nomination must be endorsed by the respective Assistant Commissioner / Deputy Chief Officer / Executive Director / Chief Finance Officer / Chief Human Resource Officer.

Name \_\_\_\_\_  
Position \_\_\_\_\_  
Signature \_\_\_\_\_ Date  /  /

## Submit nomination

Please check and ensure that all form fields have been fully completed.

*Note: If you are completing this form onscreen and click the 'clear form' button then the content of ALL form fields will be deleted and you will have to start over.*

- Please ensure you have completed all areas, including the nominee's details, description of their achievement, and the signed names and contact information of two QFD people supporting the nomination together with the relevant signed endorsement.
- If completing this form electronically, ensure you **first** 'Save As' a copy of the completed PDF for your records.
- **All nominations to be forwarded to your relevant Assistant Commissioner / Deputy Chief Officer / Executive Director / Chief Finance Officer / Chief Human Resource Officer.**