

LIVERPOOL CIVIC AWARDS



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ORDER OF LIVERPOOL

Entries for Order of Liverpool close on **Thursday 17 September 2026 by 9.00pm.**

Entries submitted after this deadline will automatically be entered into the following year's Award (2027).

***Mandatory questions.**

NOMINEE INFORMATION

The person you are nominating is known as the 'nominee'. Individuals cannot self-nominate. All questions must be answered, unless marked optional.

How many years has the nominee been providing voluntary contributions to the Liverpool Local Government Area (LGA)? * (Select one)

- ☐ 5-9 years of voluntary service (eligible for Member of the Order of Liverpool)
- ☐ 10-14 years of voluntary service (eligible for Officer of the Order of Liverpool)
- ☐ 15 years or more years of voluntary service (eligible for Companion of the Order of Liverpool)

Note: Nominee's contributions to the Liverpool LGA must be predominantly voluntary and not solely as a result of paid employment.

Is the nominee a resident or ratepayer of the Liverpool local government area? * (Select one)

Nominees must be a, 1). Resident or ratepayer of the Liverpool LGA who has achieved the required years of service for a Member, Officer or Companion of the Order of Liverpool or 2). A non-resident or ratepayer, who has contributed to the Liverpool LGA who has achieved the required years of service for an Honorary Member of the Order of Liverpool.

- | | |
|--|--|
| ☐ Resident | ☐ Neither resident or ratepayer |
| ☐ Ratepayer | ☐ I don't know |
| ☐ Both resident and ratepayer | ☐ No |

Nominee's full name*

Nominee's email address*

Nominee's address*

Street number, street name, suburb/town, state/province, and postcode are required.

Nominee's mobile phone number*

Nominee's alternative phone number (optional)

What is the Nominee's preferred communication method? Please tick all that apply*

- ☐ Email ☐ Phone



INFORMATION TO SUPPORT YOUR NOMINATION

When completing your nomination, please ensure you include as much information as you can about the person you are nominating. Tell us their story and why they should be the next Order of Liverpool recipient. We're looking for someone who goes above and beyond, contributes to their community and inspires those around them.

- Provide as much information as you can
- You can use dot points
- Tell us how your nominee has gone above and beyond
- Give examples of the good work they have done
- Describe how they have made a difference

Nominations must detail:

- Voluntary community service contribution
- Involvement and commitment to the Liverpool community
- Outstanding achievements
- Evidence of contribution and/or service

All eligible nominees will be contacted and provided with the opportunity to accept their nomination and submit further supporting information to be considered as part of the nomination.

ENTRY DETAILS

Please answer the following questions:

Describe the nominees' volunteer activities, explaining their involvement and commitment to the Liverpool Community.*





Describe this nominee's outstanding achievement/s giving specific examples or supporting evidence/material and tell us the reason/s for nominating them.*

Confirm which category of volunteer community service the nominee falls into. Please tick all that apply.*

Note: Nominee's contributions to the Liverpool LGA must be predominantly voluntary and not solely as a result of paid employment.

- ☐ Volunteer
- ☐ In-kind service
- ☐ Non-paid
- ☐ Paid
- ☐ I don't know
- ☐ Other

ATTACHMENTS (OPTIONAL)

Attach documents or other records to support your nominee's service or achievements if you have them. Attachments are not mandatory, but can help to support your nomination. You may upload documents such as character reference/s, photograph/s, copies of certificates, awards, photos, newspaper clippings or other relevant documents (optional).

You may attach a maximum of two pages.





NOMINATOR'S CONTACT INFORMATION (YOUR DETAILS)

Nominator's full name*

Nominator's physical address*

Street number, street name, suburb/town, state/province, and postcode are required.

Nominator's email address*

Nominator's mobile phone number*

Nominator's alternative phone number (optional)

I would like to keep my nomination anonymous. This means the person you have nominated will not be advised that you have nominated them (optional) *

☐ Yes

☐ No

REFEREE DETAILS (OPTIONAL)

While this field is not mandatory, we encourage you to provide at least one (1) referee who may be contacted to support the person you are nominating. These are people who can provide insight into the nominee's professional status, personality and overall character. Please note you cannot be the referee for the person you are nominating.

Referee's full name

Referee's email address

Referee's mobile phone number

Referee's alternative phone number

What is the Referee's preferred communication method? Please tick all that apply.

☐ Email

☐ Phone





DECLARATION

- ☐ I have read and accept the Eligibility Criteria, Conditions of Entry and Assessment Criteria*
- ☐ The information contained in this nomination is, to my knowledge, true and accurate.*
- ☐ I agree to the information provided by me to be forwarded to the Liverpool Awards Judging Panel, and to be published in Liverpool City Council media, communications and publications.*
- ☐ I understand that the individual that I am nominating will be contacted to obtain further information.*

Signed

Date

How did you hear about the Order of Liverpool? Please tick all that apply. (optional)

- ☐ Social media (Facebook, LinkedIn, Instagram etc.)
- ☐ Media releases
- ☐ Council's website
- ☐ Liverpool Life newsletter
- ☐ Sustaining Liverpool newsletter
- ☐ Word of mouth
- ☐ Other

Was there a specific reason or event that prompted you to nominate (for example, you learning you could nominate, a milestone in the nominee's life or career? (optional)

Overall, how did you find completing this form (Optional, select one):

- ☐ Very easy
- ☐ Easy
- ☐ Neither easy nor difficult
- ☐ Difficult
- ☐ Very difficult

THANK YOU FOR YOUR NOMINATION!

We appreciate you taking the time to recognise an individual making a positive contribution to our community. All mandatory fields must be completed for your nomination to be considered. Once completed, please submit the form and any supporting documents by;

MAIL

Civic and Executive Services
Locked Bag 7064
Liverpool BC NSW 1871

EMAIL

Scan your completed nomination form and supporting documents, then send them to awards@liverpool.nsw.gov.au

IN PERSON

- Council's Concierge Desk, Ground Floor, Liverpool Civic Tower, 50 Scott Street, Liverpool
- Yellamundie Library, Lower Ground Floor, 52 Scott Street, Liverpool

