**DCMS Honours Stakeholder Nomination Pro Forma**

ALL BOXES MUST BE COMPLETED OTHERWISE YOUR NOMINATION CANNOT BE CONSIDERED

THE NOMINEE SHOULD **NOT** BE MADE AWARE THAT THEY ARE BEING CONSIDERED FOR AN HONOUR

**NOMINEE DETAILS**

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| --- | --- |
| **Title** |  |
| **Forename(s)** |  |
| **Surname** |  |
| **Known as (if different from name above)** |  |
| **Post nominals** |  |
| **Date of Birth** |  |
| **Gender (Please underline as appropriate)** | **Male / Female / Other** |
| **Nationality (if dual national please state both nationalities held)** |  |
| **Ethnicity (Please choose from the** [**list of ethnic groups**](https://www.ethnicity-facts-figures.service.gov.uk/style-guide/ethnic-groups/) **on gov.uk as a guide)** |  |
| **Disability (Please underline as appropriate)** | **Yes / No / Prefer Not To Say / Not Known** |
| **Home address** |  |
| **Telephone number** |  |
| **Email address** |  |
| **Position held** |  |
| **Length of service in current role** |  |
| **Overall length of service** |  |
| **Is the nominee leaving their role? If so, why?** |  |
| **Length of voluntary service (if applicable)** |  |
| **Exceptional Circumstances (e.g. ill health)** |  |

**YOUR DETAILS** (e.g. name and position of person making the nomination)

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| --- | --- |
| **Name** |  |
| **Organisation** |  |
| **Position** |  |
| **Date this nomination is being made** |  |

**SHORT CITATION** (e.g. Chief Executive Officer, Mind. For services to Mental Health / Chair, National Gallery. For services to Art / Founder, Maggie’s. For services to Charitable Fundraising / Athlete. For services to Sport)

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**LEVEL OF AWARD** (Levels are: BEM, MBE, OBE, CBE, DBE, Kt/KBE, CH, GBE. Please indicate the level you are proposing but remember this is provisional and can be upgraded or downgraded.)

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**LONG CITATION (max 2700 characters inclusive of spaces** detailing your candidate’s service and achievements, including any voluntary and charitable service. Use this to ‘sell’ your candidate and tell their story to the decision-making committee - this is the only text they will see about your candidate)

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| **DETAILS OF ANY VOLUNTARY OR CHARITABLE SERVICE (included in the 2700 characters)** |