

# The Rough Notes Company

## 22nd Annual Community Service Award for 2021 Nomination Form

Deadline: December 31, 2020

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### I. Nominee Information (Required)

Nominee:  Broker  Agent  Agency (please indicate one only)

Nominee Name: \_\_\_\_\_  
(last) (first) (middle initial) (designations - i.e., CIC, CPCU, etc.)

Nominee Cell Phone: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Agency Address: \_\_\_\_\_  
(Street or P.O. Box)

(City)

(State)

(Zip)

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

### II. Community Service (Charity) Information (If a single charity is designated by the agency)

Charity Name: \_\_\_\_\_

Charity Address: \_\_\_\_\_  
(Street or P.O. Box)

(City)

(State)

(Zip)

Charity Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Charity Contact Person: \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_  
(Name & Title)

### III. Community Service Information (Required)

Please explain why your nominee should be considered for the Community Service Award by providing the following information and documents:

1. Describe **in detail** your nominee's local, regional or national community service project or initiative, *including* the short-term **and** long-term impact on the specific community.
2. Attach pertinent documents to support your nominee. This may include, but is not limited to, newspaper articles, citations, brochures, videos, DVDs, CDs, press releases, testimonials or other information germane to this award.
3. Attach your nominee's resume or biographical information.
4. Attach any other pertinent information or documents that will aid in the consideration of your nominee.
5. Incomplete nomination forms will **not** be considered.

### IV. Nominator Information (Required)

Name of Nominator: \_\_\_\_\_

Agency or Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street or P.O. Box)

(City)

(State)

(Zip)

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

### V. Filing Information

1. All nomination forms and supporting documentation must be received at The Rough Notes Company offices by December 31, 2020.
2. Incomplete nomination forms will **not** be considered.
3. **Attach a letter from the community service project (charity) verifying and documenting the foregoing project.**
4. All nomination forms and supporting documentation become the exclusive property of The Rough Notes Company.
5. No facsimiles or emails will be accepted.
6. Send completed nomination form and supporting documents to:

**The Rough Notes Company, Attn: Community Service Award**  
**11690 Technology Drive • Carmel, IN 46032-5600**