

Nominations must be received by **April 30, 2016**

NB: the person being nominated is NOT to be advised of his/her nomination.

Part 1 - Criteria for Election as a Fellow

Nominees for the award should exhibit the following characteristics (supported by examples):

1. Has given distinguished services to the Association
2. Has brought distinction to the profession in the pursuit of his/her career
3. Has promoted the CIRP Designation – and used it throughout his/her career
4. Has had continuous involvement with the Association throughout his/her career
5. Has been recognized by his/her peers for his contribution, The nominee could also have made a significant contribution to the field of Canadian Insolvency practice

INSTRUCTIONS

The completeness with which this nomination form is prepared may determine whether or not a nominee is elected to Fellowship. The criteria by which nominees will be considered are set out above. Additional supporting material will only be considered if it provides independent evidence that the nominee accomplished the achievements cited. In keeping with the confidential nature of the nomination and nomination review process, letters of testimony are not to be submitted.

Each nomination must be submitted on a separate form. Incomplete forms may be considered ineligible for assessment.

Send your completed form to:

Honours & Awards Nominating Committee
CAIRP
277 Wellington Street West
Toronto, ON M5V 3H2
Fax: 416-204-3410
baalqis.hassan@cairp.ca

Part 2 - Process for Consideration of Nominations

To ensure that all the information germane to the process has been gathered, the proposer and/or the seconder should contact the nominee's business associates, assistant, and if deemed appropriate, his/her spouse.

The President and Chief Operating Officer of the Association shall review each nomination form prior to its submission to the Honours and Awards Nominating Committee, delete information known to be in error, and add information he knows to have been omitted. The President and Chief Operating Officer shall inform the proposer and seconder what amendments have been made to the nomination form.

The Honours and Awards Nominating Committee will meet to discuss all nominations and may contact the proposer for clarification/additional information as needed.

Nominations that meet with the approval of the Honours and Awards Nominating Committee will be forwarded with recommendation for ratification to CAIRP's Board of Directors.

Part 3 - Nominee Profile

NOMINEE

Surname: _____

Given Names: _____

Designation: _____

Title: _____

Employer/Firm: _____

Address: _____

Home Phone No.: _____

Firm Phone No.: _____

(Not the nominee's direct line)

Year Admitted to the Association: _____

Part 4 - Reasons for Nomination

Reasons for nomination of _____ (Please type or print)

The following sections are not listed in any particular order. They are for the assistance of the Honours and Awards Nominating Committee and the Board, as well as the member proposing the nominee.

The proposer must demonstrate that their nominee has given distinguished service to the Association and/or the profession, or brought distinction to the profession in the following areas.

*Except in extraordinary circumstances the nominee must have provided service with distinction **in more than one of these areas.***

*Attach additional sheets if necessary. **Please include a photograph of the nominee if possible.***

1. In the work of the Canadian Association of Insolvency and Restructuring Professionals (formerly CIPA):

2. In the work of an association having objectives relating to the candidate's chosen business or profession:

3. In the pursuit of his/her career:

4. In research, teaching, writing, or speaking on professional matters:

5. Comments:

Part 5 – Signature of Nominator

NOMINATED BY:

*The nominator and the seconder must be **members** in good standing of the Association. The names of the nominator and the seconder will not be made known to the Honours and Awards Nominating Committee, nor to the Board.*

Nominee's Name: _____ (Please print or type)

Nominated by: _____ (Please print or type)

Telephone number: _____

Signature: _____

Date: _____

Seconded by: _____ (Please print or type)

Telephone number: _____

Signature: _____

Date: _____

The Canadian Association of Insolvency and Restructuring Professionals will retain this page for confidentiality purposes.