



CITIZEN OF THE YEAR GUIDELINES

The City of Chesterfield recognizes many of our approximately 50,000 citizens contribute in a significant manner to the City each day without reward or recognition. These include those who have brought honor upon themselves and the community through some outstanding accomplishment, as well as service-minded volunteers who simply want to be involved and helpful. The City is desirous of recognizing those individuals who have contributed a significant and useful service to the community and the City of Chesterfield.

Selection Criteria

Citizens to be selected for recognition should meet the following criteria:

- Actions being recognized should benefit the overall community of the City of Chesterfield and its residents in some manner through volunteerism, work performed on community projects, and overall civic contributions to the community.
- Individuals nominated should be a resident of Chesterfield.

Nomination Guidelines

- One nomination per person per household (spouses can be nominated jointly).
- Previously nominated individuals **can** be re-nominated.
- A nominee cannot serve on the Selection Committee.
- The person nominating an individual cannot serve on the Selection Committee.
- City Employees will not be considered for the award.

Selection Process

To recommend someone for recognition download a Citizen of the Year Nomination Form from the Forms & Permits section of the City's web site at www.chesterfield.mo.us or call 636-537-4000. Send the completed form to: **Libbey Malberg, Assistant City Administrator for Community Services & Economic Development, City of Chesterfield, 690 Chesterfield Parkway West, Chesterfield, MO 63017, via e-mail at lmalberg@chesterfield.mo.us or use the electronic form found on the web site.**

This Nomination Form **must** be used for all nominations. No attachments or enclosures are permitted. Font size shall be limited to that of 10.

All nominations for the 2009 recipient **must** be received by **February 5, 2010**. Nominations will not be accepted after this date. All nominations will then be forwarded to the Selection Committee for their review. Once a candidate has been chosen, the nomination will be forwarded to City Council for final approval.

Recognition Process

An award will be presented to the recipient at the second City Council meeting in March.