



Royal New Zealand Returned & Services Association

RNZRSA Award Nomination Form

Instructions to nominating RSA for completion of this form:

1. Read [RNZRSA Manual, Chap 4 – Awards for Meritorious Service](#).
2. Reading the footnotes carefully, complete Part 1 to 10 of this form (as applicable) either:
 - a. using Microsoft Word; or
 - b. in handwritten form.
3. Once completed, print (if required), sign, scan, and email the form, along with the associated *Support Notes*, to your District President.

Part 1 – Nominating RSA/Branch

RSA/Branch Name:	
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Part 2 – Nominee’s Details

Full Legal Name:		RSA Membership Type: ¹	
Residential Address:			
NZ Armed Forces Service: ²		NZ Service Number:	
Other Service: ³			

Part 3 – Nominee’s Notable Service at Nominating RSA Level

The nominee is a current financial member of this RSA/Branch, and has been for a total of:			years
Positions Held	Year From	Year To	Subtotals (Years)
President:			
Vice-President:			
Secretary:			
Treasurer:			
Committee Member:			
Local Support Advisor:			
Part 3 Total:			

¹ Returned membership, Service membership, or Associate membership.

² Royal New Zealand Navy (RNZN), New Zealand Army (NZA), Royal New Zealand Air Force (RNZAF) or N/A.

³ If the nominee was a member of the armed forces of a Commonwealth nation or other formally recognised military partner, enter details here.

Part 4 – Nominee’s Notable Service with other Local RSAs

Local RSA Name(s):			
Positions Held	Year From	Year To	Subtotals (Years)
President:			
Vice-President:			
Secretary:			
Treasurer:			
Committee Member:			
Local Support Advisor:			
Part 4 Total:			

Part 5 – Nominee’s Notable Service at RNZRSA District Level (as applicable)

RSA District:			
Positions Held	Year From	Year To	Subtotals (Years)
District President:			
District Vice-President:			
District Secretary:			
District Treasurer:			
District Support Manager:			
District Support Advisor:			
Part 5 Total:			

Part 6 – Nominee’s Notable Service at RNZRSA National Level (as applicable)

Positions Held	Year From	Year To	Subtotals (Years)
National President:			
National Vice-President:			
Presidents’ Forum Member:			
RNZRSA Sports Convenor:			
RNZRSA LO to NZCF:			
Part 6 Total:			

Part 7 – Nominee’s Notable Service with other Organisations/Entities (as applicable)

Organisation/Entity	Year From	Year To	Subtotals (Years)

			Part 7 Total:

Part 8 – Highest Honour and/or Award already held by Nominee (as applicable)

Honour/Award Type	Year Awarded	Remarks
NZ Royal Honour:		
RNZRSA National Award:		
RNZRSA District Award:		
Local RSA Award:⁴		
Other Award:		

Part 9 – RNZRSA Award Sought

National/District	Award Type	Remarks ⁵
RNZRSA National Award:⁶		
RNZRSA District Award:⁷		

Part 10 – Nominating RSA's Certification

In signing this RNZRSA Award Nomination, I certify that:

- I have read and applied the guidelines in Chap 4 (*Awards for Meritorious Service*) of the RNZRSA Manual;
- as far as practically possible the information provided at Parts 1 to 8 is true and correct;⁸
- a motion in support of this nomination has been passed at a legally constituted general or executive committee meeting of the nominating RSA; and
- a Volunteer Service Summary accompanies this application.

Signature:		Date:	
Full Legal Name:		Executive Appointment:	
Email Address:		Phone Number:	

⁴ If this application is for an RNZRSA (national-level) award, local life membership must be held by the nominee.

⁵ Include any special considerations that the Presidents' Forum should note here (e.g. Nominee is terminally ill, etc).

⁶ (In order of precedence) Badge in Gold, Gold Medallion/RNZRSA Life Membership, Gold Star & Bar, Gold Star or Merit Badge or N/A

⁷ 20, 30, 40 or 50 year District Long Service Award or N/A

⁸ Should it be found, subsequently, that any information is untrue or incorrect, the Presidents' Forum or District President (for District Awards only) reserves the right to reverse any decision made on the basis of that information, and to require the immediate return of the award, including any badge, certificate or other artefact.

Part 11 – District President Use Only

District President Certification:	I have checked this nomination against the criteria set out in Chap 4 of the RNZRSA Manual, and certify that it meets this criteria.		
District President Decision			
The RNZRSA National Award sought at Part 9 is:	Endorsed	Not Endorsed	N/A
The RNZRSA District Award sought at Part 9 is:	Approved	Not Approved	N/A
DP Comment:			
Signature:		Date:	
Full Legal Name:		Phone Number:	
Email Address:			

Part 12 – President’s Forum Use Only (as applicable)

Presidents’ Forum Decision			
The RNZRSA National Award sought in Part 9 is:	Approved	Not Approved	
PF Comment:			
Signature:		Date Approved:	
Full Legal Name:		Appointment:	