



Order of Collingwood & Companion of the Order Nomination Form

The Order of Collingwood was established in 1983, throughout the years the criteria has taken on many forms, but has always focused on recognizing exemplary volunteerism within the community. In 2003, the Companion of the Order was established to further recognize the volunteerism of previous recipients who continue to go above and beyond in their volunteer service to the community.

Nomination Criteria:

1) Order of Collingwood

- Must volunteer in the Town of Collingwood, to the primary benefit of the Collingwood community, and have received no remuneration or financial benefit from the volunteer participation or service;
- Nominees do not need to be a resident of the Town of Collingwood, as long as the volunteer contributions benefit the community and residents of the Town of Collingwood;
- Volunteer contributions of a nominee must have been made on a continuous basis over a period of time not less than two years with the exception of youth volunteerism;
- Must not be a member of the *current* Municipal Council;
- Awards may be awarded/presented posthumously.

2) Companion of the Order

- Same as above, however, only awarded to **former Order of Collingwood recipients**, who through their continued volunteer efforts improve the overall character in Collingwood for a period not less than **five years** or **one year in exceptional circumstances** (with a minimum of 25 years of volunteerism that has left a lasting impact on Collingwood).

Nomination Process & Requirements:

A complete nomination package must include the following items:

- ✓ Completed Nomination form
- ✓ A letter of support from the Nominator
- ✓ Two (2) additional letters of support
- ✓ Any other additional information that might be helpful for the nomination

Please Note:

- Nominations may be submitted by an individual, a business or an organization
- Late submissions will not be considered



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Helpful hints for writing a nomination letter:

- What volunteer initiatives has the Nominee been involved with, and for how long?
- How has the Nominee's volunteerism positively affected the community?
- Have others within the community learned from or been motivated by the Nominee's contributions?

**Deadline for Nominations: Friday November 7, 2025 at 4:30 p.m.,
addressed to:**

Town of Collingwood
Attn: Order of Collingwood Review Committee
97 Hurontario Street, Box 157 Collingwood, ON L9Y 3Z5
Email: orderofcollingwood@collingwood.ca



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Nomination Information for Submission:

Nominee Information

Name:

Mailing Address:

Email:

Phone Number:

Please select one option listed below to confirm which award the nomination is for:

☐ **Order of Collingwood**

☐ **Companion of Collingwood** **must be a previous Order of Collingwood recipient*

Please provide the year the Nominee received the Order of Collingwood:

Nominator Information

Name:

Mailing Address:

Email:

Phone Number:

If your nominee is successful, do you wish to have your name shared with the nominee?

Yes ☐ No ☐

If your nominee is not successful, do you wish to have a letter sent to them to thank them for their valued contributions?

Yes ☐ No ☐

By signing below, I, the Nominator, confirm that the nomination that I am submitting aligns with the nomination criteria of the award.

Signature:

Date:



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Nomination Requirements:

- ☐ Completed Nomination form
- ☐ A letter of support from the Nominator
- ☐ Two (2) additional letters of support (addressed to the Committee)

Deadline for submission: Friday November 7th, 2025 at 4:30 p.m.

Please submit completed nomination packages to:

Town of Collingwood

Attn: Order of Collingwood Review Committee

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