



CITIZEN OF THE YEAR GUIDELINES

The City of Chesterfield recognizes many of our citizens contribute in a significant manner to the City each day without reward or recognition. These include people 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 preferably be a resident of the City of Chesterfield. If not, the accomplishment should take place in the City.

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.
- Elected officials serving in any office within Chesterfield's boundaries are not eligible.
- The nominee cannot work in a paid position for which their efforts are being recognized.

Selection Process

An on-line nomination form will be available on the City's web site at www.chesterfield.mo.us or call 636-537-4000 for assistance. This Nomination Form **must** be used for all nominations. No attachments or enclosures are permitted.

All nominations are due the first Friday in February. Nominations will not be accepted after this date. All nominations will then be forwarded to the Selection Committee for their review, comprised of appointees from each ward, the prior year's recipient, and appointees from various civic organizations in Chesterfield. Once a candidate has been chosen, the nomination will be forwarded to City Council for final approval.

Recognition Process

The recipient will be recognized at a City Council meeting in March, with a reception following at City Hall to celebrate with friends and family.

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