

Industry Awards Nomination Tips

1. **Start Early:** Begin preparing your application well before the deadline to allow enough time for gathering necessary materials and crafting a strong submission.
2. **Review Guidelines:** Carefully read the nomination requirements and instructions to ensure your application meets all the criteria (i.e. if headshot is requested, do not send a full body photo).
3. **Choose the Right Category:** Select the most appropriate award category for your nomination. Consider the specific criteria for each award to make sure your nomination aligns well.
4. **Highlight Achievements:** Clearly outline the activities or projects that make the individual or chapter deserving of the award. Provide specific examples of success stories, innovative approaches, and positive impacts.
5. **Include Supporting Materials:** Provide any relevant supporting materials, such as photos, videos, press releases, or testimonials, to strengthen your nomination.
6. **Craft a Compelling Endorsement Letter:** If required, ensure the endorsement letter is well-written and highlights the nominee's achievements effectively. The letter should speak to the nominee's impact and contributions.
7. **Complete the Chapter Profile Form:** If nominating a chapter, ensure the Chapter Profile form is completed accurately and provides a comprehensive overview of the chapter's activities and achievements.
8. **Proofread and Edit:** Before submitting, carefully review your application for errors and make any necessary edits to ensure clarity and professionalism.
9. **Adhere to Word Count:** Ensure you adhere to the Word Count limit.
10. **Submit on Time:** Be sure to submit your application before the deadline to avoid disqualification.