



Endorsement letter outline for

_____ **AWARD**

Name of endorser:

Best way to contact you (phone, e-mail, etc.):

What is your relationship to the nominee?

Name of nominee:

Recommended award:

Nominee contact information:

Address:

Phone:

E-mail:

Please attach a letter that states, in 100 words or fewer, your reasons for endorsing this nomination. Please include specific ways the nominee has met the criteria for the _____ Award and any other comments that might be helpful.