City of Highland Park
Awarding City Employees (ACE)
Nomination Form

Nominated Person: _____
Employee Name, Title and Department

Nominator: _____
Nominator Name, Title and Department

Date: _____

Explanation as to why you believe the Nominated Person is deserving of consideration for the Employee Recognition Program. Please refer to the Nomination Criteria section of the attached document and use examples.

_____

(Use additional page(s) as necessary)

Send completed nominations to the employee's Department Director.