**NOMINATION FORM  
ILANZ AWARDS 2022**

**Individual categorIES (please tick ONLY one):**

Public Sector In-house Lawyer of the Year

Private Sector In-house Lawyer of the Year

New In-house Lawyer of the Year

**TEAM categorIES (please tick ONLY one):**

Small In-house Team of the Year

Private Sector In-house Team of the Year

Public Sector In-house Team of the Year

**SPECIAL categorIES:**

In-house Innovation Award

Community Contribution Award

People & Culture Excellence Award

**Category limitations:**

* Each person can only be nominated in one of the individual award categories
* Each in-house team can only be nominated in one of the team categories
* A person or team may also be nominated for one or more special categories.
* If nominations are received for a person or team outside the category limitations above, the judges may disregard, recategorise or merge the entries in their sole discretion
* ILANZ Executive Members (President, Vice President, Treasurer and Secretary) cannot be nominated in any individual categories (but their teams can be nominated for any other categories)

1. **Key contact DETAILS:**

|  |  |
| --- | --- |
| **Applicant’s Name**  **(Name of nominee)** |  |
| **Position / Employer** |  |
| **Contact Address** |  |
| **Contact Phone Number** |  |
| **Email** |  |

1. **NOMINATOR DETAILS (if applicable):**

|  |  |
| --- | --- |
| **Nominated by** |  |
| **Position / Employer** |  |
| **Relationship to Nominee** |  |
| **Contact phone Number** |  |
| **Email** |  |

⬜ Self-nomination

⬜ Third-party nomination

For third-party nominations, the nominator consents to their name and entry details being notified to the nominee.

Signature of Nominator ………………………………… Date ……………………

1. **nomination:**

|  |  |
| --- | --- |
| **bACKGROUND**  150 words maximum  Provide a high-level overview of you and/or your team and organisation (e.g. nature of organisation, size, areas covered etc) |  |
| **Executive summary**  150 words maximum  A crisp summary in third person, as though you are another person describing the nomination to an audience  We may use, adapt, and publish this text as part of the awards evening, winner or finalist showcases |  |
| **Main ENTRY**  500 words maximum  Explain the essence of this nomination and why it should win  Note: If you have entered the People and Culture Excellence Award, please include how your organisation supports and develops your team |  |
| **Link to video (optional)**  Existing short video featuring a programme, initiative or activity described in this nomination | Include any videos links (e.g. YouTube, Vimeo) in this section |

1. **attachments and info:**

|  |
| --- |
| **Supporting materials (optional)**  Upload as single PDF or MS Word document of not more than 4 pages complied to support the nomination  Uploading supporting materials is optional but doing so can help the judges better understand into your achievements. Ensure everything included is relevant to your entry and highly compelling.  Please separately attach this file to your email nomination. |
| **Entry validity period**  All work, projects, initiatives, and results set out in your entry must have taken place during the entry validity period.  By submitting your entry, you are confirming that everything described in this entry took place between  1 March 2021 and 25th February 2022. |
| **Terms and conditions**  Please see our terms for the award which apply to every entry.  By submitting your nomination, you are agreeing to the terms set out [**here.**](https://ilanz.org/conference-22/ilanz-award-2022/terms-and-conditions/) |

**Eligibility**

All lawyers employed or engaged by organisations in an in-house capacity and holding a current NZLS in-house practicing certificate are eligible for the 2022 Awards.

The 2022 award period runs from 1 March 2021 until the closing date for nominations. Activities started prior to 1 March 2021 can be included in nominations as long they continued into the award period. There are specific eligibility criteria for some awards.

Members of the judging panels and the ILANZ Executive Committee members are not eligible for consideration in the individual award categories.

**IMPORTANT NOTES:**

When completed, this Nomination Form and supporting documents must be returned via email to: ILANZ Awards Committee, c/- Anita Rhodes, ILANZ Manager, [ilanz@lawsociety.org.nz](mailto:ilanz@lawsociety.org.nz)

Nominations must be received no later than **5.00pm** on **Thursday**, **31 March 2022**.