

## NOMINATION FORM ILANZ AWARDS 2024

### INDIVIDUAL CATEGORIES (PLEASE TICK ONLY ONE):

- ☐ Private Sector In-house Lawyer of the Year
- ☐ MC Public Sector In-house Lawyer of the Year
- ☐ MAS New In-house Lawyer of the Year
- ☐ Sole In-house Lawyer of the Year

### TEAM CATEGORIES (PLEASE TICK ONLY ONE):

- ☐ Chapman Tripp Private Sector In-house Team of the Year
- ☐ Greenwood Roche Public Sector In-house Team of the Year
- ☐ Small In-house Team of the Year

### SPECIAL CATEGORIES:

- ☐ Artemis In-house Innovation Award
- ☐ Simpson Grierson People & Culture Excellence Award
- ☐ ComplyWith Community Contribution Award

### Award criteria

Please review the specific [award criteria](#) and our [‘hot tips’](#) nomination guide.

### Award category limits

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

## 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 2024 Awards. Exception - members of the judging panel and ILANZ Executive Committee members are not eligible for consideration in the individual award categories.

The 2024 award period runs from 1 March 2023 until the nomination closing date. Activities started prior to 1 March 2023 can be included in nominations if they continued into the award period.

### 1. NOMINEE CONTACT DETAILS:

Name (Individual or Team)		
Job Title		
Employer		
Number of Employee's	No. in team	No. in organisation
Address		
Contact Number		
Email		

### 2. NOMINATOR DETAILS (only complete if this is a third-party nomination):

Nominated by	
Position / Employer	
Relationship to Nominee	
Contact Number	
Email	

☐ Self-nomination

*If you have self-nominated, please include at least one written reference that includes a contact email and number to support your nomination.*

☐ Third-party nomination

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

Signature of Nominator .....

Date .....

3. NOMINATION:

<p><b>EXECUTIVE SUMMARY</b></p> <p>150 words max</p> <p>High-level overview of the nominee (person/team) (eg organisation; type of work; size of team; main focus areas of law; etc.) in third person, as though you are another person describing the nomination to an audience (you may use a bullet point list to complete this section).</p>	
<p><b>MAIN ENTRY</b></p> <p>1000 words maximum</p> <p>Explain the essence of this nomination and why the nominee should win</p> <p><b>Important:</b> If you have entered the <b>People and Culture Excellence Award</b>, please describe how your organisation supports and develops your team</p>	

<p><b>LINK TO VIDEO (OPTIONAL)</b></p> <p>You may provide a short video featuring a programme, initiative or activity described in this nomination.</p>	<p><i>Include any videos links (e.g. YouTube, Vimeo) in this section</i></p>

#### 4. ATTACHMENTS AND INFO:

<p><b>SUPPORTING MATERIALS (RECOMMENDED)</b></p> <p>Supporting materials may help the judges better understand your nomination and achievements. Please ensure everything included in your supporting material is relevant to your nomination.</p> <p>Attach the supporting material as a single PDF or MS Word document of <b>not more than 4 pages</b>. Any pages over the limit will be removed and disregarded in judging.</p>
<p><b>TERMS AND CONDITIONS</b></p> <p>By submitting your nomination, you accept the ILANZ Awards <a href="#">Terms &amp; Conditions</a>.</p>

#### IMPORTANT NOTES

When completed, this nomination form and supporting documents must be returned via email to [ilanz@lawsociety.org.nz](mailto:ilanz@lawsociety.org.nz)

Nominations must be received no later than **5.00pm** on **Friday, 16 February 2024**.