

## Award of Merit

### What is the Award of Merit?

The Award of Merit is the highest honour for outstanding service to Pony Club performed as a Riding or Non-Riding Member aged at least 19 and under 26 years of age. The Award of Merit is a service award aimed at rewarding outstanding service performed by a Pony Club member.

### Who is eligible?

To be eligible a nominee must:

- Be aged at least 19 and under 26 at the 30th June in the current Membership year at the time of nomination for the award.
- The nominee may receive this award once only.
- Been a Riding or Non-riding member of a Pony Club for at least three (3) years and been attending rallies as often as possible during that time. (If the member has been a member of another Pony Club affiliated with PCAV during this period, a recommendation from an Official of that Club must accompany the Official Nomination Form.)
- Always be helpful, considerate and courteous to all involved with the Pony Club
- Always presented and conducted themselves in an exemplary manner
- Completed outstanding service (as defined above at the least) to the club for a minimum of 2 years
- All nominees must be financial.

### Points to Remember

- Riding ability and participation in team competitions are not considered to be service and should not be the determining factors when nominating a member.
- Service means carrying out tasks that benefit the club, its members and perhaps the wider community.
- Club Committees are responsible for electing a suitable candidate and submitting the nomination to the Zone Executive for approval.
- Nominations close on the date set by your Zone; all nomination forms should be completed and forwarded to your Zone Secretary on or before this date.

### Nomination Procedure

- Your Club completes the Nomination form to nominate suitable candidates.
- Nomination Forms must be forwarded to your Zone Secretary by the date specified by the zone.
- Your Zone will review all nominations and are responsible to accept/reject them.
- Your Zones will then forward both accepted and rejected nominations to the State Office on or before the **4<sup>th</sup> Friday in June Annually**
- All accepted and rejected nominations will then be presented to the State Council for consideration.
- Your Club will be informed after the State Council meeting of the success of your application.

### Closing Dates

Contact your Zone Secretary for closing dates.

Zones must have nomination forms sent to PCAV State Office by the 4<sup>th</sup> Friday in June annually.

### Queries

Any queries regarding the Award of Merit should be directed to either your Zone or the State Office on 03 8685 8925.

<b>Please forward this form to your Zone Secretary</b>	Date Received:
<i>File path: h:\pcav files\membership &amp; clubs\2014-2015 forms and stats\forms\generic - award of merit.doc</i>	

# Award of Merit - Official Nomination Form

## Nominee Details

Full name: ..... Year: .....  
 Club: ..... Birthdate: .....  
 Zone: ..... Age: .....  
 Certificates held: .....

## Reasons for nominating the above candidate:

\*Attach separate page if necessary

.....  
 .....  
 .....

Two (2) Club Officials who hold one of the following Positions District Commissioner, President or Secretary must sign the nomination form. In the interest of fairness if the nominee is related to one of the Club Officials this Official should not sign the form.

Signed: ..... Date: ..... / ..... / .....

Position held: .....

Signed: ..... Date: ..... / ..... / .....

Position held: .....

Completed forms should be forwarded to your Zone Executive for approval on or before the zone closing date. **Send this form to the Zone Secretary; contact your Zone for their closing date.**

## Zone Commendation

The Zone Committee have reviewed this application for the Award of Merit and recommend to the State Council that the above applicant is a worthy / unworthy recipient of this award.

Signed: ..... Date: ..... / ..... / .....

Position held: .....

Signed: ..... Date: ..... / ..... / .....

Position held: .....

If rejected, Zone comment:

.....

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