Department of Mississippi
Marine Corps League
P.O. Box 15801, Hattiesburg, MS 39404-5801

AWARD NOMINATION INSTRUCTIONS

PLEASE READ CAREFULLY

1. Nominations must be typed and submitted on the attached form.
2. Only information requested and provided on the form will be used to evaluate the Nominee.
3. No other letters, pictures, articles, news clippings, etc. will be considered.
4. Each Nomination must be based on performance and contributions for the prior calendar year.
5. A Detachment may submit no more than one (1) Nomination for the award.
6. Each Nomination must be signed by the Detachment Commandant and Adjutant, acknowledging that the selection was approved by a majority vote of the membership.
7. Nominations must be submitted electronically by email no later than midnight ***of first day of March of each year*** to the Department of Mississippi, Adjutant.*mcldeptofmsadjutant@gmail.com*.
8. Complete forms should be saved on your computer and then sent as an attachment to your email submission.
9. NO pictures of documents will be accepted.
10. Each Nominee will receive a Distinguished Service Award at the Department Annual Convention Banquet.
11. This is the Department of Mississippi's most prestigious award.

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AWARD NOMINATION FORM

TO: Adjutant, Department of Mississippl_____

FROM:_____

Part I: AWARDEE INFORMATION

Nominee:_____ email:_____

MCL Profile No.: _____MCL Membership No: _____

MCL Life Membership No.:_____ Devil Dog Tag No.:_____(if applicable)

Detachment Name:_____ Det. No.:_____

Nominee is: An Associate Member of the Marine Corps League

Part II: AUTHORIZATION

Nomination for: Department of Mississippi's Associate of the Year (AOY).

We, the undersigned hereby certify that the Nominee has been approved by a **majority vote** of the Detachment.

Detachment Commandant' Name:_____

Detachment Commandant's Signature:_____

Date Signed:_____

Detachment Adjutant's Name: _____

Detachment Adjutant's Signature:_____

Date Signed:_____

Part III: BACKGROUND INFORMATION

Offices held in Detachment, Department, Division or National:

Committees served on in Detachment, Department, Division or National:

Awards received in Detachment, Department, Division or National:

Community Service performed:

Part IV: JUSTIFICATION FOR THE AWARD NOMINATION

Justification: (Letter of Recommendation)

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