

# Top of Virginia Regional Chamber 2016 Valor Awards NOMINATION FORM



**Deadline: August 15, 2016**

***Please type or print neatly. Any attachments should not exceed 8.5" x 11". The total nomination package should not exceed five pages of text (plus attachments), one-sided, on white paper. The awards will be made for acts that occurred between January 1, 2015 and June 30, 2016. INCOMPLETE NOMINATION FORMS WILL NOT BE ACCEPTED.***

Nomination Form for:  Individual(s)  Unit(s)  Citizen(s)

Nominee/Unit Name(s): \_\_\_\_\_

Department (Sheriff/Police/Fire/Rescue/etc.): \_\_\_\_\_

Rank of Nominee(s): \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

Fax: \_\_\_\_\_ (e-mail) \_\_\_\_\_

Nominee(s) Status:  Volunteer  Paid Staff  Citizen  Other

Department Information (Company, Unit, Station): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of Commander/Chief: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Nominator's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship to Nominee: \_\_\_\_\_

Nominee's Position (Rank/Dept.): \_\_\_\_\_

List of Valor Awards: (award criteria attached). Please select one category for which you request your nominee be considered.

Citizen Award

Unit Citation

Lifesaving Award

Meritorious Action Award

Certificate of Valor

Bronze Award of Valor

Silver Award of Valor

Gold Award of Valor

**Narrative Description of Act:**

In order for the Selection Committee to determine the significance of the nomination, please take sufficient time to create a very detailed description of the incident. Remember, the committee may be seeing this information for the first time and your description will be an important part of the selection process. The narrative should include, but not be limited to the following information:

- Summary paragraph of the specific act (what the person(s) did to deserve recognition)
- Date of the act (must fall between January 1, 2015 and June 31, 2016)
- Time of day of the act
- Location of the act (street address)
- Other participants in the act (name, rank, unit, etc.)
- Persons given aid (age, sex, address, type of aid, hospitalization, diagnosis, outcome)
- Injuries to nominee(s) (treatment, hospitalization, diagnosis)
- Equipment used at scene
- Equipment used by nominee(s)
- What specific dangers existed
- List specifically what the nominee(s) did
- Describe the area/scene (entry, path of rescue, hazards, point of rescue, weather, etc.)
- Other recognition received by nominee

**Attachments:** (must be 8.5" x 11"; total nomination cannot exceed five pages of text, plus attachments)

- Recent photo of nominee(s) and/or group photo
- Official department reports
- Newspaper clippings
- Video/Pictures

Signature of Nominator: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Printed Name of Nominator: \_\_\_\_\_

Address of Nominator \_\_\_\_\_

Phone Number: \_\_\_\_\_

*The nominator understands that the Valor Awards Committee reserves the right to determine whether recognition will be presented and that the nominee may be considered for a different award than the one for which he/she was nominated. The nominator may be contacted if further information is required by the selection committee. The submission of a nomination does not guarantee that any award will be presented. Questions regarding the Valor Awards should be directed to:*

Jody Wall, Director Program Development, Top of Virginia Regional Chamber, 540-662-4118, ext 16  
or [jwall@regionalchamber.biz](mailto:jwall@regionalchamber.biz)

Return completed packets by mail, email, fax or hand deliver to:  
(Once sent please follow-up with phone call or email to confirm receipt.)

**Top of Virginia Regional Chamber  
Valor Awards Committee  
407 S. Loudoun St  
Winchester, VA 22601  
[jwall@regionalchamber.biz](mailto:jwall@regionalchamber.biz)  
Fax 540-722-6365**

NOTE: Nominations for the 2016 Valor Awards are for specific acts that occurred throughout all of 2015 and from January 1 – June 30, 2016. Any and all nominations received will be reviewed by the committee.

## **VALOR AWARD NOMINATION DEADLINE: August 15, 2016**

### **Top of Virginia Regional Chamber Valor Award Classifications and Criteria**

#### **CITIZENS AWARD**

Recognition of citizen(s) for their extraordinary acts of courage in emergency situations or actions which directly result in the saving of a human life.

#### **UNIT CITATION**

Recognition of acts by a unit/division/company demonstrating unusual judgment, ingenuity and/or personal risk and bravery during an emergency situation, when such action is beyond that normally expected in the performance of duty.

#### **MERITORIUS ACTION AWARD**

Recognition of individuals for exemplary action, placing themselves in a situation of personal risk.

#### **LIFESAVING AWARD**

Recognition of actions in emergency circumstances which directly results in saving of a human life.

#### **CERTIFICATE OF VALOR**

Recognition of actions demonstrating unusual judgment, zeal or ingenuity, not normally involved in the performance of duties.

#### **BRONZE AWARD OF VALOR**

Recognition of acts involving personal risk and demonstrating unusual judgment, zeal and/or ingenuity during an emergency situation, when such action is beyond that normally expected in the performance of duty.

#### **SILVER AWARD OF VALOR**

Recognition of acts involving significant personal risk and bravery beyond that which is expected during the normal performance of duty.

#### **GOLD AWARD OF VALOR**

Recognition of acts involving supreme sacrifice or extreme personal risk and heroism which is clearly above and beyond the call of duty.