**Community Award – Nomination Form**

Your name

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Nominees name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your contact email or phone number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Which category is your nomination for? Please circle

Individual award - Under 18 Charity Award

Individual award - Over 18 Business Award

Tell us how the individual, business or charity made a difference during 2020 and why you think they deserve this award?

(Maximum of 250 words, please do not provide any information related to the nominee’s health, economic status, religion, cultural or social identity, or any information that might be sensitive. If you are nominating someone under the age of 16 **Permission Must Be Provided** by the parent/guardian, without this, we cannot process the nomination.)

Tell us how the individual, business or charity made a difference during 2020 and why you think they deserve this award (cont)?

**When you have completed this form, please send to reponse@letchworth.com**

**Data Policy**

For our full data policy please visit <https://www.letchworth.com/privacy-cookies>

How long will we retain your information?

The Foundation will retain your contact details until the 28/02/2021 after which it will be deleted from our records. If the person you nominate does not win an award, the Foundation will retain their personal information until 28/02/2020 after which it will be deleted from our records. If the person you nominate is successful, we will keep their personal information until 28/02/2025.

Will we share your information?

Your personal details will not be shared with anyone. However, the details of the person you nominate (will be shared with a panel of judges comprised of Heritage Foundation Trustees, and members of external charities and schools in Letchworth). The Foundation will not share your personal information with any other third parties without your permission except required by the law.