



STATE & PROVINCIAL EXECUTIVE OF THE YEAR AWARD

1. In honor of the service rendered to the fair industry, an annual award is given to an individual for distinguished achievement in, or contribution to, the fair industry under conditions herein described.
2. The presentation of the award will be made at the annual IAFE Convention.
3. The award shall consist of a plaque with an appropriate citation and the name of the recipient inscribed thereon.

ELIGIBILITY

1. The conditions of eligibility are as follows:
 - (a) The candidate must be a living person. However, the death of a candidate subsequent to his/her nomination does not render him/her ineligible during the year; and if he/she is duly selected for the award, the presentation will be made posthumously.
 - (b) The award shall be limited to a secretary/executive of a state or provincial association that is a member of the IAFE.
 - (c) He/She shall have been identified with the state or provincial association for a minimum of five years.
 - (d) He/She shall have contributed to the fair industry, in addition to his/her own fair or association of fairs, something of value in the field of leadership and education that has proved of value and will continue to prove of value to fairs in the future.
 - (e) He/She shall have been fairly consistent in attending the meetings of the IAFE.
 - (f) He/She shall have been active in the State & Provincial Association.
 - (g) He/She shall have participated actively in the affairs of the annual convention.
 - (h) He/She shall have developed and built up his/her own association of fairs and his/her own staff and working group.
 - (i) Distinguished achievement may include significant contributions to the knowledge and literature of the fair industry; the design or invention of material, equipment processes, or technical services; or outstanding service to their respective associations, companies, and other organizations serving the fair industry.

- (j) Past recipients of this award will be eligible for reconsideration five years after receiving the award.
- (k) Nominations not selected will be held over for three years but the person/organization who originally made the nomination will be contacted for their approval of resubmission following the initial year.

NOMINATION

1. The procedures to be followed in the selection of a candidate shall be as follows:
 - (a) Each year, the IAFE shall announce that nominations are being received for the award period ending Sept. 30 of that year. A nomination form shall be e-mailed or paper mailed to all state and provincial presidents and officers. Such nominations should be accompanied by the enclosed nomination form.
 - (b) After Oct. 1, a committee shall review all nominations received and may determine additional persons for consideration (including nominations that were not selected from the previous year(s) with approval from the current president/officers of that state/provincial association). They shall arrange for judging.
2. After the committee has determined the recipient, the chairman of the committee will prepare a citation and shall submit the name of the recipient and the citation to the IAFE for preparation of the award. All records of the committee will be deposited with the State & Provincial Associations Representative on the IAFE Board who will act as custodian of the same.
3. All questions coming before the committee shall be decided by a majority vote of the committee members. The committee shall have the power to decide any questions not specifically covered by these rules.

**STATE AND PROVINCIAL EXECUTIVE OF THE YEAR
NOMINATION FORM**

This form is to be completed and submitted by an officer or director of a state/provincial association in support of their executive director/secretary for the Executive of the Year Award. Please complete this form in full and provide at least three (3) letters of recommendation from your board or supporting organizations in your state/province.

Name of nominee: _____

State or provincial association: _____

Is nominee's association position full time: _____ or part time: _____

Nominee's official title: _____

Please provide a brief statement as to why nominee should be selected for this award:

Please list any new or major contributions nominee has made to your association:

Please list nominee's involvement with the IAFE State & Provincial Association:

Nomination submitted by: _____

Position with association: _____

Mailing address: _____

E-mail address: _____ Phone: _____

Please attach at least three letters of recommendation.

Return the completed form by **September 15, 2018** to:

Lisa Hinton

lisahinton@floridafairs.org

or

Florida Federation of Fairs 12802

Balm Boyette Rd.

Riverview, FL 33579