



## RULES FOR THE SELECTION OF THE HALL OF FAME INDUCTEE FOR CONTRIBUTIONS TO FAIRS, EXPOSITIONS, SHOWS, AND EXHIBITIONS

1. In recognition of devoted and invaluable service rendered to fairs, expositions, shows, and exhibitions, one individual shall be inducted each year into the IAFE Hall of Fame.
2. The induction will occur at the Annual Convention.
3. The inductee shall receive an appropriate gift befitting this recognition. The recipient's name will be added to the IAFE Directory.

### Eligibility

4. The conditions of eligibility are as follows:
  - A. The nominee may be living or deceased. A deceased candidate is eligible for five (5) years following his/her death.
  - B. The nominee shall be any active fair member or past fair IAFE member. Whose position is or was a full-time paid position\* with a member fair. A candidate currently not a member is eligible for ten (10) years following his/her separation from the Association. \*Fulltime defined as 1500 hours per year.
  - C. Nominee shall have been identified with the fair sector for a minimum of ten (10) years. Nominee shall have contributed to fairs, expositions, shows, and exhibitions, in addition to nominee's 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, expositions, shows, and exhibitions in the future.
  - D. Nominee shall have been consistent in attending the meetings of the IAFE.
  - E. Nominee shall have participated actively in the affairs of the Annual Convention.
  - F. Nominee shall have developed and built up his/her own fair or association of fairs and his/her own staff and working group.
  - G. Distinguished achievement may include significant contributions to the knowledge and literature of fairs, expositions, shows, and exhibitions; the design or invention of material, equipment, processes, or technical services; or outstanding service to associations, companies, and other organizations serving fairs, expositions, shows, and exhibition.
  - H. An IAFE Chair shall not be considered for induction until two (2) years after his/her term expires.
  - I. Any nominee, not selected, shall be submitted for consideration each year thereafter until the nominee no longer qualifies per the rules set forth in *Eligibility*.

## RULES FOR THE SELECTION OF THE HALL OF FAME INDUCTEE (Continued)

### Nomination

5. The procedure to be followed by the Awards Committee in the selection of the inductee shall be as follows:
  - A. The Awards Committee shall consist of nine (9) individuals: Liaison Director, The Awards Committee Chair (previous year's inductee and represent their zone) who shall preside over committee meetings and seven (7) members appointed by the IAFE Board Chair, one (1) representative from the remaining zones. The Liaison Director and the Awards Committee Chair shall not vote on any committee matters, with one exception; should the voting for the inductee result in a tie as defined in paragraph D below.
  - B. Early each year, the Awards Committee shall announce that the nominations are being received for the induction period ending August 15 of that year. All IAFE active and associate members shall be notified that the nomination form is available for purposes of submitting a nomination. Such nominations should be accompanied by a memorandum stating the reason for proposing the nominee with a record of his/her professional and personal achievements to provide the committee with information to determine the candidate's worthiness to be inducted.
  - C. On or before October 1, the Committee shall review all nominations and supporting materials received. The committee may nominate additional person(s) for consideration and follow with submission of the nomination form(s) and supporting documentation.
  - D. The selection process consists of seven (7) committee members reviewing a ballot listing all nominees. Each committee member (except committee chair) shall complete the ballot by ranking all the nominees with one (1) being his or her top choice, two (2) being the second choice, etc. The inductee shall be the nominee receiving the lowest number of total points from all eight (8) ballots. The Committee Chair shall break any ties and/or select both candidates as recipients. The Committee Chair may also identify and recommend, to the IAFE Board Chair, under unique circumstances, an additional Hall of Fame inductee for consideration.
6. After the Awards Committee has determined the inductee, the Chair of the Awards Committee will prepare a citation and shall submit the name of the inductee and citation to the President and CEO of the Association for preparation of the induction. All records of the Committee will be deposited with the President and CEO who shall act as custodian of the same.
7. All questions other than the inductee selection coming before the Awards Committee shall be decided by a majority vote of the Committee members eligible to vote. The Awards Committee shall have the power to decide any question relating to the selection process not specifically covered by these rules.

**NOMINATION FOR THE HALL OF FAME INDUCTEE  
FOR  
DISTINGUISHED SERVICE TO FAIRS, EXPOSITIONS,  
SHOWS, AND EXHIBITIONS**

This form must be completed in full and contain sufficient memoranda documenting nominee's contributions and achievements to determine the candidate's worthiness to be inducted.

Return this form by **August 15, 2019**, to the IAFE Hall of Fame Committee, lhart@fairsandexpos.com

**Submitted by:**

**Date:**

**Organization:**

Traditionally, a reception has been held honoring the Hall of Honor recipient. Who would be the host for this reception as it does involve financial support of the event? :

**Name of Nominee:**

**Organization Affiliation:**

**Title:**

**Mailing Address:**

**Phone:**

1. **Citation:** A concise (approximately 50 words) supporting statement as to **why** the nominee should be inducted. **This statement will form the basis for the official citation should the nominee be the inductee.**
2. **Supportive documentation:** List and attach to this form any documents, such as magazine articles, special citations, designs, etc., that would support the worthiness of the nominee.
3. **References:** Please provide four reference letters from IAFE members  
(\*Reference is a source of information to ascertain information regarding the nominee's qualifications)
4. **Provide a short essay about the candidate, highlighting their work history and accomplishments.** (no more than one page)

2019