

Nomination for the 2008-2009 Federal Mail Best Practice Awards

Nominations must be postmarked no later than January 30, 2009

Nomination Date _____

Award Category (check one): _____ Mail Manager of the Year

_____ Federal Mail Center Excellence

Please complete this nomination and attach a narrative summary that addresses the selection criteria.

Nominee (Person or Team) _____

Office/Service/Division _____

Department/Agency _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone _____ Fax _____ E-mail _____

Name (Person/Office/Team) to Appear on the Award Plaque: _____

Team Members: For the Federal Mail Center Excellence Award, list the individuals responsible for the project. If you need to list additional people, please type and attach a page to this nomination form.

Name _____ Name _____

Title _____ Title _____

Office _____ Office _____

Department/Agency _____ Department/Agency _____

Street Address _____ Street Address _____

City _____ City _____

State _____ Zip Code _____ State _____ Zip Code _____

Name _____ Name _____

Title _____ Title _____

Office _____ Office _____

Department/Agency _____ Department/Agency _____

Street Address _____ Street Address _____

City _____ City _____

State _____ Zip Code _____ State _____ Zip Code _____

Agency Authorizing Official's Certification and Signature Sponsoring the Nomination (Signature is required)

Name _____ Signature _____

Title _____

Department/Agency _____

Office/Service/Division _____

E-mail address _____ Telephone _____ Date submitted _____