



Canada's Aviation Hall of Fame

Belt of Orion Nomination

The Purpose: To recognize Canadian entities which have made contributions of outstanding significance to Canadian aviation/aerospace technology, practices, heritage and culture.

Organization:

Full Name _____

Current Address:
(Unless dissolved)

Address _____

City _____ Province/State _____ Postal/Zip Code _____

Phone: Home (Contact) _____ Bus _____

Email address _____ Web page address _____

Place and Date of Formation: _____

Place and Date of Dissolution: _____
(If applicable)

Name of Current President, Director, CEO, or if dissolved, officer of any successor group:

Name _____ Position _____

Address _____

City _____ Province/State _____ Postal/Zip Code _____

Phone: Home _____ Bus _____

Email address _____ Web page address _____

Nominated by:

Name _____

Address _____

City _____ Prov/State _____ Postal/Zip Code _____

Phone: Home _____ Bus _____

Email address _____

Web page address _____

Signature _____ Date _____

Seconded by:

Name _____

Address _____

City _____ Prov/State _____ Postal/Zip Code _____

Phone: Home _____ Bus _____

Email address _____

Web page address _____

Signature _____ Date _____

Attach to this Nomination Form all supporting documents, in accordance with the Nomination Criteria.

Mail to: Nomination Review Committee, Canada's Aviation Hall of Fame, 4629 McCall Way NE, Calgary, AB, T2E 8A5

Belt of Orion Nomination Criteria

1. All applicable parts of the nomination form must be completed and the form signed by the Nominator and Seconder. **The Nominator and Seconder must be careful to address each point in the criteria listed below and to verify the accuracy of the data provided. Incomplete forms or those which do not comply with the criteria will be returned.**
2. Use a clear, easy to read font (at least 12 point) on 8 ½” X 11” white paper. Please print on one side only. If completing the form by hand, please print clearly. Do not submit nominations in binders or report covers or include original documents or photos. Photocopies and scans are accepted. Videos and/or submissions using PowerPoint or similar programs are not accepted.
3. Please **submit a total of two (2) hard copies** of your entire nomination application.
 - **one** with original signatures and full contact details and, **if possible**
 - **one electronic copy of the entire application** .
4. Provide a detailed description of the nominated entity’s purpose, objectives, scope, specific results and overall contributions to Canadian aviation/aerospace. It should be no more than five (5) pages in length. The description must indicate in which sector the nominee operates (public, not-for-profit, for-profit) and substantiate that the nominee is based in Canada and is legally incorporated and/or constituted in Canada.

Nominated entities may be made up of specific project-focussed teams or work groups operating in Canada within otherwise eligible entities. Entities resident in Canada with international as well as domestic activities are eligible for nomination.

The description must show that the Nominee has demonstrated either a single extraordinary innovative accomplishment or many achievements of consequence over a longer term and that in so doing it has contributed in an exceptional way to the advancement of Canadian aviation/aerospace technology, practices, heritage and culture. Nominators must be aware that the Award is not intended simply as recognition for outstanding business outcomes.

Nominations will be judged on the degree to which they demonstrate the nominated entity’s vision and innovation, that the Nominee has generated significant benefits to Canadian aviation/aerospace and to Canada as a whole as a consequence of the work or activities undertaken, plus the depth, breadth, cost-effectiveness, durability and extent of peer or other recognition of results.

5. The nomination package should, **if possible**, include copies of:
 - honours, awards and other recognition with applicable dates;
 - relevant supplementary information such as brochures and articles;
 - a clear, sharp image of the nominee’s place of business showing the name and/or
 - a clear, sharp image showing the nominee’s logo.
6. **At least four (4) letters of support** supplementing the nomination are required from persons other than the Nominator and Seconder. These letters must reference factual information, preferably additional to that in the nomination document, and not just provide favourable opinions. If the letter is handwritten, this information must be clearly readable. **ALL letters submitted must include the return address, phone number and/or email address of the sender.**
7. It is important for nominators to understand that the Nomination Review Committee will not add to details presented but will merely verify their authenticity and evaluate the Nominee’s overall contribution to Canadian aviation/aerospace.
8. Receipt of the nomination will be acknowledged. Nominators will be advised of the status of their candidate’s file after the final inductees have been confirmed for the year.
9. Nominations must be postmarked by **May 31st** to receive consideration by the Nomination Review Committee for that year.
10. All Nominations will remain active for a maximum of five years from the date of submission. Following that period, Nominations may be re-submitted for consideration two additional times. Supplementary material submitted during each period of nomination will not extend that period.