



CANADA'S AVIATION HALL OF FAME

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

Seconded by:

Name

Address

City Prov/State Postal/Zip Code

Phone: Home Bus.

Email address

Web page address

Signature Date

Signature Date

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

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

E-mail to: info@cahf.ca

Belt of Orion Nomination Criteria

1. Nominations may be made using the electronic form on the website or by downloading and returning a completed paper copy. All applicable parts of the nomination form must be completed and, for the paper form, signed by the Nominator and Secunder who must be careful to address each point in the criteria listed below and to verify the accuracy of the data provided. Incomplete nominations or those which do not comply with the criteria will not be accepted. Acceptance of a nomination for induction (or an Award) into the review process is at the sole discretion of the Hall, and all decisions are final and not subject to appeal.
2. For hard copies of nominations, 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. If submitting a paper nomination, only one copy containing original signatures and full contact details is required. If possible, please include an electronic copy as a single pdf to assist in processing. No hard copy is required for nominations using the electronic form on the web site.
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 (maximum 3,200 words) 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 must include copies of:
 - clear, sharp images of the nominee(s) and if applicable their place of business showing the name;
 - clear, sharp images showing any logo associated with the nominee(s).
 - honours, awards and other recognition relevant to the nomination with applicable dates; and
 - relevant supplementary information such as brochures and articles.
6. **At least four (4) letters of support augmenting** the nomination are required from persons other than the Nominator and Secunder. These letters must reference factual information, supplementing that in the nomination document. Nominators are encouraged to provide letters, written from first-hand experience where possible, from a variety of sources and to avoid pro-forma endorsements or duplicated text. Handwritten letters 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 Nominations Review Committee will not add to details presented but will verify their authenticity and evaluate the Nominee's overall contribution to Canadian aviation/aerospace. The overall quality of nomination submissions will be taken into account during the review process.
8. Nominations must be electronically dated or postmarked by **May 31st** to receive consideration by the Nominations Review Committee for that year. Receipt of the nomination will be acknowledged. Nominators will be advised of the status of their candidate's file after the final recipient has been confirmed for the year.
 - All Nominations remain active for a maximum of five years. Supplementary material submitted during each period of nomination will not extend that period. Thereafter, nominations may be re-submitted twice more.