



**The Herb Society of America, Inc.**

**Award Nomination Form**

(Due at The Herb Society of America (HSA or The Society) headquarters by September 1)

Amended March 2020

Nominee Name:	
<u>Nominee Contact Information:</u> Phone: E-mail address:	
Nominated by:	
<u>Nominator Contact Information:</u> Phone: E-mail address:	
Award Nominated For:	
Previous Awards Given by HSA:	Year:
Background Information: Unit: Member at Large:	Year Joined: Year Joined:
Activities in unit or as member at large:	
Positions or activities for HSA:	
Horticultural experience (professional or volunteer):	
Community Outreach (e.g. lectures, working with children, etc.)	

Artistic or literary achievements relating to herbs or the world of horticulture:

Other Comments or Attributes for this Nominee:

**General information:**

- Nominees need not be members of The Society
- Board members of The Society, their immediate family and spouses, and members of the Awards Committee may not be nominated for an award during their term of service
- Letters of support from non-members are welcome
- Current board and/or Award Committee may not submit nominations or letters of support
- All nomination forms and supporting documents must be received at HSA Headquarters by September 1

**Nomination procedure:**

1. Complete this nomination cover form.
2. Attach a brief description of the nominee, including contact information and details about accomplishments such as:
  - Awards or certificates of recognition (from The Society and other organizations)
  - Publications
  - Garden affiliations
  - Herbal specialties, plant collections, programs, lectures, projects
  - Note: Nominations for the Joanna McQuail Reed Award for the Artistic Use of Herbs must include samples, photographs, or copies of the nominee's work.
3. Nominators will solicit and collect support letters (minimum of three are required, maximum of five)
  - Support letters must include a return address or other contact information.
  - Support letters should contain substantive and unique information about the nominee's work.
4. The nominator will send the complete packet (cover nomination form, brief letter of nomination and support letters) to HSA Headquarters. Nomination packets may be sent electronically or by mail.
5. Submit all information by September 1 to:  
**The Herb Society of America, Inc.**  
9019 Kirtland Chardon Road  
Kirtland, OH 44094  
ATTN: Awards Committee

**ALL NOMINATIONS ARE CONFIDENTIAL**