



Employee Recognition Event April 1, 2011  
Nomination Form (on reverse side)  
Due February 4, 2011

Dear Consumers, Employees, Parents, Family Members, Guardians, and Case Managers:

Mains'l Services hosts an annual Employee Recognition Event to recognize and reward employees who demonstrate a commitment to excellence and offer outstanding service. We are writing to encourage you to submit a nomination for an employee(s) who work/s with you or your family member. Please help us celebrate the accomplishments and contributions of these highly dedicated individuals. All nominees will be invited to attend the recognition event.

What are the Awards Criteria? Nominees must be exemplary employees, who have demonstrated integrity, creativity, and commitment in their work. They are employees who believe in and live our core values of honesty and truthfulness, putting the needs of others before our own, valuing people, collaborating and partnering with others, and our commitment to excellence in all we do. Their actions positively affect the lives of others, and their work is outstanding and distinguishes them from their peers.

How are Winners Selected? All nominations are carefully reviewed by the Selection Committee. The selection committee's decision is based on the nomination criteria and content submitted on the nomination form.

How Do I Nominate an Employee?

- 1) Complete and return the nomination form on the reverse side of this letter and mail to Mains'l Services, 7000 78<sup>th</sup> Ave. N Brooklyn Park, MN 55445; or
- 2) Fax the form to 763-416-9120; or
- 3) E-mail the information to [dmvalerius@mainsl.com](mailto:dmvalerius@mainsl.com) or
- 4) Complete and submit the form via the Mains'l website at [www.mainsl.com](http://www.mainsl.com)

For additional copies of this form please visit our website or contact Dawn at 763-416-9103.

Thank you for your thoughtfulness and assistance in honoring employees who deserve special recognition.

Sincerely,

The Mains'l Services Selection Committee



## Nomination Form Due February 4, 2011

Name of person you are nominating \_\_\_\_\_  
Where does this person work and with whom does this person work \_\_\_\_\_  
What is your relationship to the person you are nominating \_\_\_\_\_  
How long have you known this person \_\_\_\_\_ Your name \_\_\_\_\_  
Your phone # \_\_\_\_\_ Your email address \_\_\_\_\_  
You may share my name and the information submitted: Yes \_\_\_\_\_ No \_\_\_\_\_

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Tell us why you are nominating this person by answering the following statements.  
Please tell us your story by giving us specific examples.

***Tell us about the quality of this person's work; describe what makes their work outstanding and distinguishes them from their peers.***

***How did their actions affect the lives of others? Whose life/lives did their actions affect?***

***Tell us about this person; describe their character, their values, and their commitment to their work.***