



**RAYLEIGH TOWN COUNCIL**  
**The Pavilion, King George V Playing Field, Bull Lane,**  
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**VAT number: 830 7558 23**

3<sup>rd</sup> January 2018

Dear Sir or Madam,

### **Award Nominations 2018**

Rayleigh Town Council intends to present awards at the Annual Town Meeting, which is to be held at Swayne Park School on **Wednesday 25<sup>th</sup> April 2018 at 7.30pm.**

We will be presenting awards to a Sports Person, Disabled Sports Person and High Achievers in various age group categories. The High Achievers award is to mark success in the participation of activities (other than sport) such as music, arts, dance, volunteer involvement and general examination results etc, as well as personal improvement for any individual. Other nominations may be made for Best Youth Award, Best Community Volunteer and Best Sports Team.

You are invited to nominate individuals or a group of people who you think are worthy of recognition for any of the above mentioned awards by completing the enclosed nomination form and returning it to the address shown above by **9<sup>th</sup> March 2018.** Please contact me if you would like to receive additional copies of the form or for further information.

Those nominated **must reside in Rayleigh or attend an organisation such as a school/club/church in the town.** The winners for each category will be decided by the members of Rayleigh Town Council and will be invited to the Annual Town Meeting to receive their award.

Yours faithfully,

Mrs K Cumberland  
Town Clerk