



Navy League Award Application Form



Nominee Information			
Surname	First Name	Title/Rank	
Address	City	Prov	Code
Phone	E-Mail		
Unit / Branch	Division	Years of Service	

Is nominated for: (Check all that apply)	
Cadet Awards <input type="checkbox"/> Sea Cadet <input type="checkbox"/> Navy League Cadet <input type="checkbox"/> Cadet Award of Commendation <input type="checkbox"/> Cadet Medal of Excellence <input type="checkbox"/> Cadet Perfect Attendance – Career <input type="checkbox"/> Cadet Perfect Attendance – Year Scholarships <input type="checkbox"/> Sea Cadet Scholarship <input type="checkbox"/> Maritime Affairs Scholarship Community Awards <input type="checkbox"/> Honourary Membership <input type="checkbox"/> Robert I. Hendy Award <input type="checkbox"/> J.J. Kinley Award <input type="checkbox"/> Award of Appreciation <input type="checkbox"/> Community Service Award	Officer / Member Awards <input type="checkbox"/> National President's Award Life Membership <input type="checkbox"/> Division President's Award <input type="checkbox"/> Distinguished Service Award <input type="checkbox"/> Meritorious Service Award <input type="checkbox"/> Long Service Medal <input type="checkbox"/> Honour Certificate <input type="checkbox"/> Award for Service <input type="checkbox"/> Testimonial <input type="checkbox"/> Certificate of Service Other (Please Specify) <input type="checkbox"/> _____ <input type="checkbox"/> _____

Nominated by:		
Name	Signature	Date

Please refer to Chapter 6 of the NL(21) Administrative Orders or www.navyleague.ca for submission guidelines.

Branch Approval – For Branch Use Only		
Surname	First Name	Position
Signature	Date	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved

Division Approval – For Division Use Only, as required		
Surname	First Name	Position
Signature	Date	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved

National Approval – For National Office Use Only, as required		
Surname	First Name	Position
Signature	Date	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved



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Instructions

1. **Application**

1 Please ensure the form is complete and all supporting documentation is attached. Full details regarding individual awards criteria can be found on the Navy League Website: www.navyleague.ca.

2. Unless otherwise stated, only Navy League Members/Associate Members are entitled to nominate individuals/groups for NL Awards. Self-nominations will not be accepted.

3. The NL(104)E may be used to nominate an individual/group for more than one award, Simply check all boxes that apply.

2. **Support Documentation**

In all cases, the more documentation (i.e. Letters of Reference) that you can provide, the better your chances for success. Letters of Reference should reflect the nature of the award being applied for.

3. **Scholarships**

In the case of scholarships, a transcript of marks is required to be submitted with the application. Final marks must be forwarded to the National Office as soon as they are available, and **not later than August 15th**.

Preference for Royal Canadian Naval Benevolent Fund (RCNBF) funded scholarships may be given to an applicant with parents or grandparents who served in the Royal Canadian Navy or in the Merchant Navy during a time of war. Please list any such relatives in your support documentation.

Proof of enrollment in an accredited post-secondary institution will be required before a scholarship is issued. If you do not attend the University/Community College applied to for any reason and you have received a NLC scholarship please let us know as soon as possible. The money will be given to another applicant.

4. **Approving Authority**

a. The following Awards may be approved and issued at the Branch Level:

Cadet Awards – Merit Badge, Excellence Badge, Attendance Awards, General Certificates
Volunteer Awards – Honour Certificate, Award for Service, Testimonial
Community Awards – Award of Appreciation, Community Service Award
Other - Awards created by the Branch.

b. The following Awards may be approved and issued at the Division Level:

Cadet Awards – Division Cadet of the Year, Medal of Excellence
Volunteer Awards – Testimonial, Honour Certificate, Award for Service, Long Service Medal, MSA, DSA
Other – Awards created by the Division

c. The following Awards may be approved and issued by the National Board of Directors:

Cadet Awards – Award of Commendation, National Cadet of the Year, Medal of Excellence, Scholarships
Volunteer Awards – all awards
Community Awards – all awards
Other – awards created by the National Board of Directors