

**Honorary Membership  
Nomination Form**

Bylaw 1.1.1. states that: *Honourary life membership shall be accorded by a majority vote of the membership to persons who are distinguished for their archives work or who have rendered distinguished service to the Society or are otherwise deemed worthy of the honour.*

*Each proposal to enroll a person as an honorary life member shall be submitted on recommendation of the Board of Directors to the Annual General Meeting for the approval of the membership.*

*Honourary life members have the right to vote and hold office in the Society and shall not be required to pay membership dues.*

Please fill out as completely as possible the following, to document why the nominee should be recommended to the membership as an Honorary Life Member of the ASA.

Deadline for receiving nominations is eight weeks prior to the ASA Annual General Meeting.

Mail the completed form to the Membership/Nominations and Elections/Awards (MNEA) Committee, Archives Society of Alberta, Suite 407, 10408-124 St , Edmonton, AB T5N 1R5.

*All personal information collected on this form is used for the administration of the ASA Awards program and will not be used for any other purpose.*

**THE NOMINEE**

Name \_\_\_\_\_ Position \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**NOMINATED BY**

Name \_\_\_\_\_ Position \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**Criteria:** Please attach documentation of the following to this form.

**1. Professional Activities:** - International, National or Provincial

**A. Publications:**

- List articles published in provincial, national or international archives journals and archive association newsletters. (include Title of article, content, publisher, name of publication, dates and distribution)
- List books published – should be on a topic of archival interest (include Title, content, date of publication and publisher)
- Others – brochures, pamphlets, etc.

**B. Lectures** – List archives presentations and teaching activities. Include topic, content, length of presentation, organization address and dates/s given.

**C. Research activities** – Type and name of organization for which research was completed, application form, effect of research, explain how it was used or received.

**2. Archives Society of Alberta activities** – List any of the following volunteer service and describe the nominee's activities:

- Board of Directors - Indicate all positions held and length of service and accomplishments of the Board
- Committee membership – List committees served on, length of service and accomplishments of the committee
- Committee chair - List committees served on, length of service and accomplishments of the committee
- Editor of Newsletter

**3. Institutional Contributions:** Nominee's professional or other contributions at their place of work that has consistently resulted in performance appraisals at a superior level. Please detail type of contribution and written recommendation from the individual's manager confirming consistent, superior performance. Please attach to this form.

**4. Other archives related accomplishments.** List any other awards or citations received, other volunteer activities in an archives or related institution or organization.