

Award Nomination Summary

Date: [Insert Date]

To: [List of Stakeholders]

Subject: Summary of Nomination for [Award Name]

Dear [Stakeholders' Names],

We are pleased to inform you that [Nominee's Name/Organization] has been nominated for the prestigious [Award Name]. This nomination recognizes the remarkable contributions made in the area of [specific field or criteria]. Below is a summary of the nomination:

Nominee Overview:

- Name: [Nominee's Name]
- Organization: [Nominee's Organization]
- Position: [Nominee's Position]

Achievements Highlighted in the Nomination:

1. [Achievement 1]
2. [Achievement 2]
3. [Achievement 3]

The selection committee will review all nominations by [review date]. We are confident that [Nominee's Name]'s outstanding contributions will be recognized and celebrated.

Thank you for your continued support and for believing in the vision we strive to achieve together.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]