



**Charles & Virginia Duke Award**  
**Nomination Form**

**Charles and Virginia Duke Award:** The Charles and Virginia Duke Award recognizes outstanding employees for exemplary individual accomplishments in their professional lives and service to the William & Mary community. This award reflects the honor and credit that recipients bring to the College through their actions and contributions. It is announced at Commencement. Qualified nominees must be a non-student, non-instructional faculty employee of William & Mary or contractor providing auxiliary services to the College.

Name of Nominee:	Department:
Address:	Phone #:

Name of person submitting nomination:	Department:
Relationship to Nominee:	Phone #:
Signature:	Date:

**This Section to be completed by Human Resources:**

Job Title:	Number of Years Employed:
Supervisor:	

## **CHARLES AND VIRGINIA DUKE AWARD**

**Basis for Nomination:**

**Describe how the exemplary, individual service of the nominee benefits William & Mary.**

**Describe how this nominee exemplifies the best that is William & Mary.**

**Nominations for the Charles and Virginia Duke Award must be delivered no later than February 28 2018, to: Samantha Martinez, Office of Finance & Administration, College Apartments, 1st floor.**