



DISTINGUISHED SERVICE CITATION

This is the fifth highest personal award given by IFSEA. This citation provides special recognition for outstanding service or achievement at the International level and within the food service industry.

Selection of winners is based on a combination of the nominee's total points and narrative submitted with the application. Judging is done by International Directors in a closed session at the Annual International Conference. Directors MAY NOT upgrade a Certificate of Merit for this citation.

INSTRUCTIONS

- 1) Nominations are to be submitted by the Branch President. If the nomination is for the Branch President, the immediate Past Branch President, Branch President-Elect/First Vice-President or Branch Board Member can submit the application.
- 2) Complete and sign Nomination Form
- 3) Complete Requirements: A minimum of 40 points are required – at least 15 points must related to service at the International level.

1 point per year

- REQUIRED: Member of IFSEA a minimum of three (3) years.

5 points

- REQUIRED: IFSEA Certification MCFE/CFE/CFM/CFA

1 point per year

- Served as a Branch committee member.

2 points per year

- Served as a Branch committee chairperson.

3 points per year

- Served as an Elected Branch officer/board member.

4 points per year

- Served as International committee member.

5 points per year

- Served as International committee chairperson.

5 points per year

- Served as an elected International Officer or Board Member



2 points per letter

- **REQUIRED:** Two (2) letters of commendation.
 - One (1) letter from a Branch member NOT an elected officer or Director.
 - One (1) letter from a NON-IFSEA member, associated with the food service industry.

NOTE: No additional points are given for more letters.

15-25 points total

- **REQUIRED:** Narrative, up to 2 pages (double spaced, typed), expressing why the nominee is worthy by detailing participation in IFSEA programs, objectives and committees, service to the industry and/or other significant contributions that merit special recognition. Must include a synopsis of all branch and International positions held.

- 4) Submit completed Application Form and all necessary Documentation to the Registration Desk on the first day of the Annual International Conference.
- 5) Make a copy of the Application Form and all documents and bring to Conference as a reserve. Accidents do happen!

--Application Below--



DISTINGUISHED SERVICE CITATION

Official IFSEA Nomination Form

Must be double spaced, typed or printed clearly. Attach to Narrative and any Documentation.

Name of Member: _____

Branch: _____ **Member Since:** _____

A minimum of 40 points is required -- 15 for International Service – *All Checks are Mandatory

	SCORE	POINTS	TOTAL
<input checked="" type="checkbox"/> IFSEA Active Member – min. 3 years	_____	1 per year	
<input type="checkbox"/> Service as an Int'l Committee Member	_____	4 per year	
<input type="checkbox"/> Service as an Int'l Committee Chair	_____	5 per year	
<input type="checkbox"/> Service as a Branch Committee Member	_____	1 per year	
<input type="checkbox"/> Service as a Branch Committee Chair	_____	2 per year	
<input type="checkbox"/> Service as an elected Branch Officer/Board Member Branch, Regional and/or Int'l	_____	3 per year	
<input checked="" type="checkbox"/> IFSEA Certification – MCFE/CFE/CFM/CFA	_____	5 points	
<input checked="" type="checkbox"/> Letters of Commendation – 2 letters	_____	2 per letter	
<input checked="" type="checkbox"/> Narrative – 1-2 pages	_____	15-25 points	

GRAND TOTAL

DOCUMENTATION ATTACHED

- Two (2) letters of commendation - Note: No points are given for additional letters.
 - One from an IFSEA member who is NOT an elected official
 - One from a Non-IFSEA member associated with the food service industry.
- Narrative (typed, double spaced or printed clearly) substantiating the extent of contributions or performances to association programs, objectives and committees or other significant contributions which merit special recognition. May be up to two (2) pages long.

Signature of Branch President _____

Branch _____

Date _____

Deadline: Submit completed Nomination Form and Documents to the Registration Desk on the first day of Annual International Conference.