**The Suffolk Care Awards**

**Application Form for**

**Service user / relative nominated special recognition award**

This form is for users of care services or their relatives to nominate an individual or a care company that has gone the extra mile to deliver amazing care services. Please do not transpose this information into other formats. Submissions will only be accepted using **this form** and in either Word or PDF format. You can include extra information in either video or audio format.

It is very important that you tell us in detail:

* why you feel you the person or care company should be chosen to receive an award
* give real life examples of how they have made a difference to you or your relative

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| **Service user / relative nominated special recognition award** | |
| Name of company and / or individual you are nominating | |
| Address of company | |
| Type of services delivered i.e. domiciliary care, day service, training etc. | |
| Your name | |
| Your telephone number | |
| Your email address | |
| Date of submission | Date received (for office use only) |

For guidance on completing the form, or for any queries regarding the application process, please contact Suzanne York on 01449 720400 or suzanne.york@caredevelopmenteast.co.uk

**Please tell us why and how your service is excellent. Do attach any supporting evidence. Be as imaginative as you can. You are not restricted for space, please do continue on extra pages if required.**

**Please send your completed application to:**

**Care Development East**

**Unit 9, Norfolk House**

**Williamsport Way**

**Lion Barn Industrial Estate**

**Needham market**

**IP6 8RW**

**Email: [careawards@caredevelopmenteast.co.uk](mailto:careawards@caredevelopmenteast.co.uk)**

**Please note the closing date for applications is the 1st April 2019.**