



NOMINATION FOR OFFICER

A candidate for office must be a Regular member, in good standing, for a minimum of three (3) of the last five (5) years. A candidate for office must hold a professional procurement, contract administration, or materials management certification from a universally recognized professional association at the time of election to any office, and must retain said certification for the duration of any and all terms of office. A Candidate must have served as Chair on one of the FAPPO Committees. Candidate must have their entity's support as evidenced by a letter from their supervisor included with the nomination form. A template of the letter of support is attached. You may nominate yourself or have someone nominate you!

Name: _____

Entity: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Fax: _____ E-Mail: _____

Number of Years with Entity: _____ Number of Years FAPPO member: _____

List the committees he/she has served on: Attach additional sheets and documentation as necessary.

Year	Committee	Year	Committee
_____	_____	_____	_____
_____	_____	_____	_____

Describe the professional accomplishments of member:

He/she has attained the following professional procurement certification(s):

CPPO CPPB C.P.M. A.P.P. CFCM Other _____

He/she has been asked if they are interested in serving as an Officer, and replied: Yes No

Submitted By: _____ Date: _____

Candidate must have the support of their entity and a letter from their supervisor must be presented at the time of nomination submission. The deadline for submitting nominations is March 3, 2017.

Email, or mail nomination form to:
Fatima F Calkins, CPPO, CPPB c/o Greater Orlando Aviation Authority/8652 Casa Verde Road, Bldg.
811/Orlando, FL 32827 E-Mail: Fcalkins@goaa.org

Get Involved! It's So Rewarding



CANDIDATE CERTIFICATION

I certify that all statements made in this application are true and complete.

I further certify that I meet all of the eligibility requirements as outlined in the *Nomination for Officer Form*.

I further certify that I agree to comply with all requirements to fulfill the position of Officer for the Florida Association of Public Procurement Officials, Inc. (FAPPO), as outlined in the Bylaws, Officers and Committees Manual, and Policies and Procedures Manual.

I further certify and acknowledge, through my signature below, that I am responsible for all expenses related to my service as a FAPPO Officer, for the entire duration of my tenure.

Signature of Candidate: _____ Date: _____

Review of the Officer Nomination Tutorial with candidate occurred:

Date

Vice President Signature



NOMINATION LETTER OF SUPPORT TEMPLATE

August XX, 2016

_____, Vice President
Florida Association of Public Procurement Officials

Dear M_, _____,

As the supervisor of _____ it is my pleasure to nominate him/her for the office of _____, with the Florida Association of Public Procurement Officials (FAPPO). _____ has been working for our agency since _____. His/Her duties with the agency include:

- _____
- _____
- _____

We are aware of the extent of financial support and time that is required to hold office as a FAPPO Officer and our agency management staff is in total support of _____, and will endeavor to facilitate HIS/HER responsibilities in this role. It is also understood that this is a 4 year commitment as _____ will likely move through the other Officer positions that follow.

I understand and agree that _____ must attend all Board meetings, Annual Conferences, and Fall Workshops, and that he/she will receive numerous Emails and phone calls during the work day, and will attend a weekly teleconference with the other officers for the following four years.

_____ is experienced and committed to the ideals of FAPPO, and is receiving my highest recommendation for this nomination.

Sincerely,

SIGNATURE

_____, _____
PRINTED NAME TITLE