

Achievements Congratulatory Letter Application Form

The Fraser Coast Regional Council is proud of the achievements of so many of our residents in the Region and we want them to know by acknowledging them with a letter from the Mayor.

• Examples of achievements could include, but are not limited to: long term volunteering, dedication to community, volunteering contributions, excellence within school or sporting achievements.

Applicants Details

| First name | |
|---------------------------|--|
| Surname | |
| Contact number | |
| Email address | |
| Relationship to volunteer | |

Recipient's Details

| First name | |
|---|--|
| Surname | |
| Please indicate where they volunteer/ attend school | |
| How many years have they been volunteering? (if applicable) | |

Address where the Achievement Congratulatory Letter is to be sent

| Street Address/ Email: | | |
|------------------------|-----------|---------|
| | | |
| Suburb: | Postcode: | State : |



Please use the space provided to detail the recipient's recent achievement.

Please attach any supporting documentation e.g., photo, newsletter, media release (not essential)

Please send or email the completed application to:

Marketing and Communications Fraser Coast Regional Council PO Box 1943 HERVEY BAY QLD 4655

Or email enquiry@frasercoast.qld.gov.au

