



## WA Women's Hall of Fame Nomination Tool Kit 2025

**NOMINATOR:** this refers to the person submitting the nomination.

**NOMINEE:** This refers to the woman being nominated.

1. Please check the nomination criteria contained within the **Terms & Conditions** (T&C's) to ensure your Nominee is eligible.
2. Read the **Nomination Form** in its entirety.
3. Download the nomination form from the website.
4. Gather any information you require to complete the form before commencing.
5. The questions have been formed to explore different elements of your Nominees achievements. By reading the form entirely before commencing, it may help you form your responses and avoid you repeating the same information, whilst providing the Selection Panel with a more expanded understanding of your Nominee's journey.
6. If you are having difficulties selecting the category for which to submit your nomination, consider where the woman you are nominating has had the most impact through her life i.e., a lawyer may have predominately worked in the domestic violence sphere, so that could be 'community'. What has this woman done, and what makes her standout. If you are still unsure, you can contact the WA Women's Hall of Fame for guidance, see contact details below.
7. The Selection Panel are from all walks of life and comprise Committee Members and Past Inductees, so when writing your responses to the questions, consider that the Panelist does not know the woman you are nominating. Therefore, when highlighting your Nominees achievements, we suggest you use specific examples as illustration.
8. In your responses to each question, we suggest you aim for quality not quantity, and try to keep your sentences short, and concise, to avoid repetition.
9. Before submitting your nomination, please read the one-page Terms & Conditions and check that you have complied with all points .
10. Ensure that you complete, and lodge / submit the online form by **11.59pm, Wednesday 11 December 2025**. Late submissions will not be accepted.

**NOTE:** All nominator details, including their name, and the nominees details, other than their name, are collected in an online form which the Selection Panel do not receive. This ensures when they are reviewing the nomination that the selection process is fair, and equitable.

**QUERIES:** If you have queries, or require guidance, please email [wawomenshof@gmail.com](mailto:wawomenshof@gmail.com) detailing your query.

Our Committee are volunteers so if you wish to be contacted to discuss your query, please include your contact number, and an afterhours contact number, if not the same as your daytime number.