Official Letterhead (not mandatory)

*(Important Note: This letter will be read in its entirety during the award ceremony. The goal is to keep the narrative as succinct as possible, yet highlighting all the details needed for appropriate recognition)*

January xx, 20xx

Traci Sylte

Awards Chair, Montana Chapter of the American Fisheries Society

Lolo National Forest

Bldg. 24 Fort Missoula

Missoula, MT 59904

Dear Traci,

We are pleased to nominate Mary Smith for the 2019 Fisheries Professional of the Year award.

Mary has a distinguished 20-year career with XXX starting as a fisheries field worker on the XXX River, to X to x. Throughout her career, Mary has accomplished X, X, X. In recent years the highlights/significant influence has been X. For these reasons, we hope she is recognized by his peers at the 2019 Annual meeting of the Montana Chapter AFS.

After stating as a field worker in XXX, Mary was promoted to a project biologist where she did these specific things that lead to this specific fisheries influence or outcome. Her strong working relationships… Her other recognitions/awards…

Mary’s experience has been used in other agencies, locals, regions…

* *(if the nominee has a long career and multiple jobs, consider providing a bulleted list)*

All of this work, clearly demonstrated Mary’s commitment to the resources, and angling public, and her exceptional people management skills.

Mary’s most significant contribution to fisheries management was her….

Mary is fully dedicated to Montana’s aquatic resources and to public who utilize them. Any one of these accomplishments over her career is worthy of recognition. Mary embodies the professionalism, leadership and character of the modern day fisheries professional and we hope his accomplishments will be acknowledged at the 50th annual meeting of the MCAFS.

Sincerely,

Joe Johnson

All the people in Mary’s Office