



## 2023 ACEC Nebraska Young Professional of the Year AWARD CHECKLIST

Nominee: \_\_\_\_\_

Member Firm: \_\_\_\_\_

Date: \_\_\_\_\_

- Official ACEC/Nebraska Nomination Form
- Age 35 or younger as of December 31, 2022
- Registered Professional Engineer
- Employee of ACEC Nebraska Member Firm
- Statements Supporting Nomination (Nomination Form, Section B) – one from Nominee and second from Firm
- Lists of Volunteer Activities and Achievement Essay (Nomination Form, Section C)
- Responses to Two (2) Questions (Nomination Form, Section D)
- Electronic Color Photo in High Resolution
- Signed Photo Consent and Release
- \$150 Entry Fee

To submit all materials to ACEC NE, please follow these steps:

1. ZIP the folder.
2. Login to Box.com using the following username and password: i. username: uploads@acecnebraska.org password: ACEC@123!
3. Click INTO the UPLOADS FOLDER. This is very important! If you don't place your files in the uploads folder, other firms will be able to view your files. Find the folder titled 'Young Professional of the Year Award'.
4. Click upload and then upload the zipped folder
5. Logoff
6. Email anita@acecnebraska.org and let us know the entry has been uploaded.