

REQUIRED INFORMATION

1. Nominee Information : Nominee Name , Company , Mailing Address , Email , Telephone , Fax
2. Your Information : Your Name , SPE Member Number , Email , Telephone
3. Supporting Information: Nominee's CV/resume, letters of support from you and/or one other person

How to compose a good letter of recommendation

1. Letters should include a brief introduction and discuss the relationship between writer and nominee.
2. The letter writers must address specific examples of the candidate's work that meets the nomination criteria.
3. "Because he/she is a great engineer" must be followed up by concrete evidence of why.
4. Letters copied from other sources may not do justice to the nomination. Do not encourage multiple identical endorsements from colleagues.

For more information please follow this link: <http://www.spe.org/awards/docs/BP.pdf>