

**Ingham County Bar Association  
NOMINATION FORM FOR  
Theodore W. Swift Civility Award**

1. The Theodore W. Swift Civility Award shall be presented to a member of the Ingham County Bar Association who has distinguished himself or herself by manifesting civility in his or her relations with the Bench, Bar, clients, and the public, while adhering to and advancing the highest principles and traditions of the legal profession.
2. The award recognizes skill and success in practicing one's profession while at the same time exhibiting that civility and collegiality may co-exist and contribute to overall and long-term success.
3. Long-term service to the profession and practice is an influential factor but is not a prerequisite to receipt of the award. Assistance to and support of other members of the bar may also be considered. Special consideration may be given to those members who have made an extraordinary commitment to bench and/or bar activities at the local, state, or national levels.
4. The Committee may consider a broad range of factors within the meaning of civility. While not intended to be an exhaustive list, such qualities as promptness, temperament, common courtesy, sense of humor, fairness in scheduling events, fairness in taking depositions, and treatment of witnesses, judges, court personnel, adversaries, and subordinates may be considered.
5. The award shall consist of a plaque or other suitable memento presented to the recipient, as well as the inscription of the recipient's name on a large plaque maintained in the ICBA office or other suitable location.

To submit nominations for the Ingham County Bar Association, Theodore W. Swift Civility Award please complete the section below and return it to ICBA, P.O. Box 66 Grand Ledge MI 48837, or email the following information, referencing ICBA Theodore W. Swift Civility Award Nomination, to [valeries@inghambar.org](mailto:valeries@inghambar.org).

**Check with the ICBA for deadline for the nominations forms.**

Name of Nominee \_\_\_\_\_

Law Firm (If applicable) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Type of Practice \_\_\_\_\_

Date of Admission to Bar \_\_\_\_\_ Number of Years Practiced \_\_\_\_\_

Nomination submitted by: \_\_\_\_\_

Do you wish to be identified as having provided this nomination?    Yes    No

Nominators are encouraged to submit biographical sketches and/or other descriptive information outlining the nominee's qualifications for the award.

Ingham County Bar Association  
P.O. Box 66, Grand Ledge, Michigan 48837  
Phone: 517-627-3938    Fax: 517-627-3950  
[www.inghambar.org](http://www.inghambar.org)    [mlawry@inghambar.org](mailto:mlawry@inghambar.org)