

**The Duke of Edinburgh’s International Award – Australia**

**Long Service Medal Application Form**

1. The Long Service Medal is awarded after 10 years of service in a voluntary or paid capacity to the Award.
2. A medal service clasp (also referred to as a bar) is awarded for each additional 10 years’ service.
3. The recipient will receive a medal, a lapel pin and a certificate signed by the State/Territory Chair and/or the CEO of the National Award Authority. A medal ribbon is available for uniformed personnel.
4. The medal and subsequent 10 year service clasps are approved by the Division (State/Territory) Executive Officer.
5. The issue of the medal is arranged by National Award Office.
6. Medals are presented at a State/Territory Award function or as arranged with the Award Unit.
7. The medal when worn is worn on the right chest. The lapel pin is worn on either lapel.

Note: Applications can be made by the recipient or a nominee

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Full Name |  | | | |
| Residential Address |  | | | |
|  | | | |
| Contact: | Mobile: |  | Email: |  |

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| --- | --- | --- | --- | --- |
| Application For  (Select) | Long Service Medal |  | Additional 10 Year Medal Service Clasp |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Award Active Service | Role |  | From |  | To |  |
| Role |  | From |  | To |  |
| Role |  | From |  | To |  |
| Role |  | From |  | To |  |
| Role |  | From |  | To |  |
| Additional Notes |  | | | | | |

If the application is not being made via the Award state/Territory Office, the following information is required

|  |  |
| --- | --- |
| Referee (1) or  Nominator  (name and email) |  |
| Referee (2) - optional  (name and email) |  |
| Supporting Documentation  (list and attach) |  |
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|  |

|  |  |  |  |
| --- | --- | --- | --- |
| Signed: |  | Date |  |

Send completed form and any attachments to either your Award State/Territory office or email to:

[Alyssa.king@dukeofed.com.au](mailto:Alyssa.king@dukeofed.com.au) **For further information:** 02 8241 1500 (select prompt 3)