

# The 15<sup>th</sup> Annual Unsung Hero Awards Luncheon ~ June 14, 2025

presented by

The Pittsburgh-West Virginia Conference Lay Organization



## Stratigos Banquet Centre

131 Colonial Manor Rd, North Huntingdon, PA 15642

## AWARDEE NAME SUBMISSION FORM

### DEFINITION OF AN “UNsung HERO”:

An “Unsung Hero” is any member of your local church who is a **non-clergy** who serves out of love for the church and not due to title or possible recognition. An “Unsung Hero” is the person who has served the church for years and has not sought or been recognized for their service.

### AWARDEE SELECTION GUIDELINES:

1. The Award is open to all members of the church who are **non-clergy**, (Lay, Missionary, YPD, Stewards, Trustees, Church School, Choir, Usher, etc.)
2. Awardee should exemplify the definition of an Unsung Hero mentioned above.
3. **Churches with a Lay Organization**: Each local Lay President will be responsible for submitting the name of their church’s **2025** Unsung Hero.  
**The Lay President in consultation with the members of the Lay Organization** and the Pastor will identify the candidates from whom the nominee will be chosen. In cases in which there is more than one nominee, the lay organization will vote on the name to be chosen from the selection pool.
4. **Churches without a Lay Organization**: The PWVCLO requests the pastor in conjunction with a member of the laity of the church identify the candidate to be selected as the “Unsung Hero”.
5. If your church membership has 15 members or less and you have exhausted individuals who would be considered to be an unsung hero, you may nominate a non-member who has supported the work of your church.
6. **A detailed write up and a picture must be submitted for each awardee. The write up should include the awardee’s work in the church. A template is provided to help with the bio preparation, if needed. If emailing the bios, they must be sent via Word (no PDF’s) please. An original picture must be submitted and will be returned during the banquet program.**

### CONTACT INFORMATION (PLEASE PRINT)

Awardee Name: \_\_\_\_\_

Church: \_\_\_\_\_

Awardee Address: \_\_\_\_\_

Lay President: \_\_\_\_\_

Pastor: \_\_\_\_\_

Awardee Phone #: \_\_\_\_\_

Awardee Email: \_\_\_\_\_

**Please mail/email your form to:**

**Mr. Andre Nelson**

**PO Box 877, Monroeville, PA 15146**

**[Unsunghero@pittsburgh-westvirginalay.org](mailto:Unsunghero@pittsburgh-westvirginalay.org)**

**Deadline to submit  
Awardee information:**

**Monday, May 24, 2025**

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## TICKET REQUEST FORM

**Note:** No tickets will be sold at the door

The cost of tickets are \$65 (13 and up) \$30 (12 and under)

The AWARDEE's ticket is free but must be included on the form so we have an accurate count

Each church is requested to submit this, or the online form, and return with the appropriate payment by the deadline listed below.

\*\*\*\*\*

Church: \_\_\_\_\_

Lay President: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**\*\*Please use an additional sheet if more space is needed\*\***

#	NAME	TICKETS REQUESTED	TICKET TYPE Adult \$60 Child \$30 (12 & under)	AMOUNT DUE	AMOUNT PAID
1	(Awardee's Name)	FREE -1 TICKET		NA	NA
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
	TOTAL				

Please mail/email your form to:  
Mr. Andre Nelson  
PO Box 877, Monroeville, PA 15146

[Unsunghero@pittsburgh-westvirginalay.org](mailto:Unsunghero@pittsburgh-westvirginalay.org)

Deadline to submit  
Ticket information:

**Monday, May 24, 2025**

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## SOUVENIR BOOKLET ADVERTISEMENT FORM

### CONTACT INFORMATION:

Church/Business/Organization Name: \_\_\_\_\_

Church/Business/Organization Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

### SELECT ONE:

_____	Full Page Black and White Ad	(8.5" x 11")	\$50
_____	Half Page Black and White Ad	(8.5" x 5.5")	\$40

### NOTE:

1. The PWVCLO requests that each church submit at least 1 full-page ad to support and encourage their Unsung Hero
2. **To ensure publication of your advertisement, the Souvenir Booklet Advertisement form, the ad, and payment must be received by the PWVCLO member listed below prior to the deadline.**
3. The PWVCLO can not guarantee the final print quality of low definition photos or clip art
4. Use the guides on the following page to ensure that your advertisement is the appropriate size
5. Each AWARDEE will receive a hard copy of the souvenir booklet. Attendees will receive a link to view and/or download a copy of the booklet.

**Please mail/email your form to:**

**Mr. Andre Nelson**

**PO Box 877, Monroeville, PA 15146**

**Unsunhero@pittsburgh-westvirginalay.org**

**Deadline to submit  
Advertisement information:**

**Monday, May 24, 2025**



**HALF PAGE (8.5" X 5.5")**