



Thanks for **G**oing the **E**xtra **M**ile
and being a positive representative
of the City of Cottonwood!

Your **GEM**-like action has scored
you a small gift of appreciation!
Bring your card to HR to collect
your appreciation gift.

TO: _____

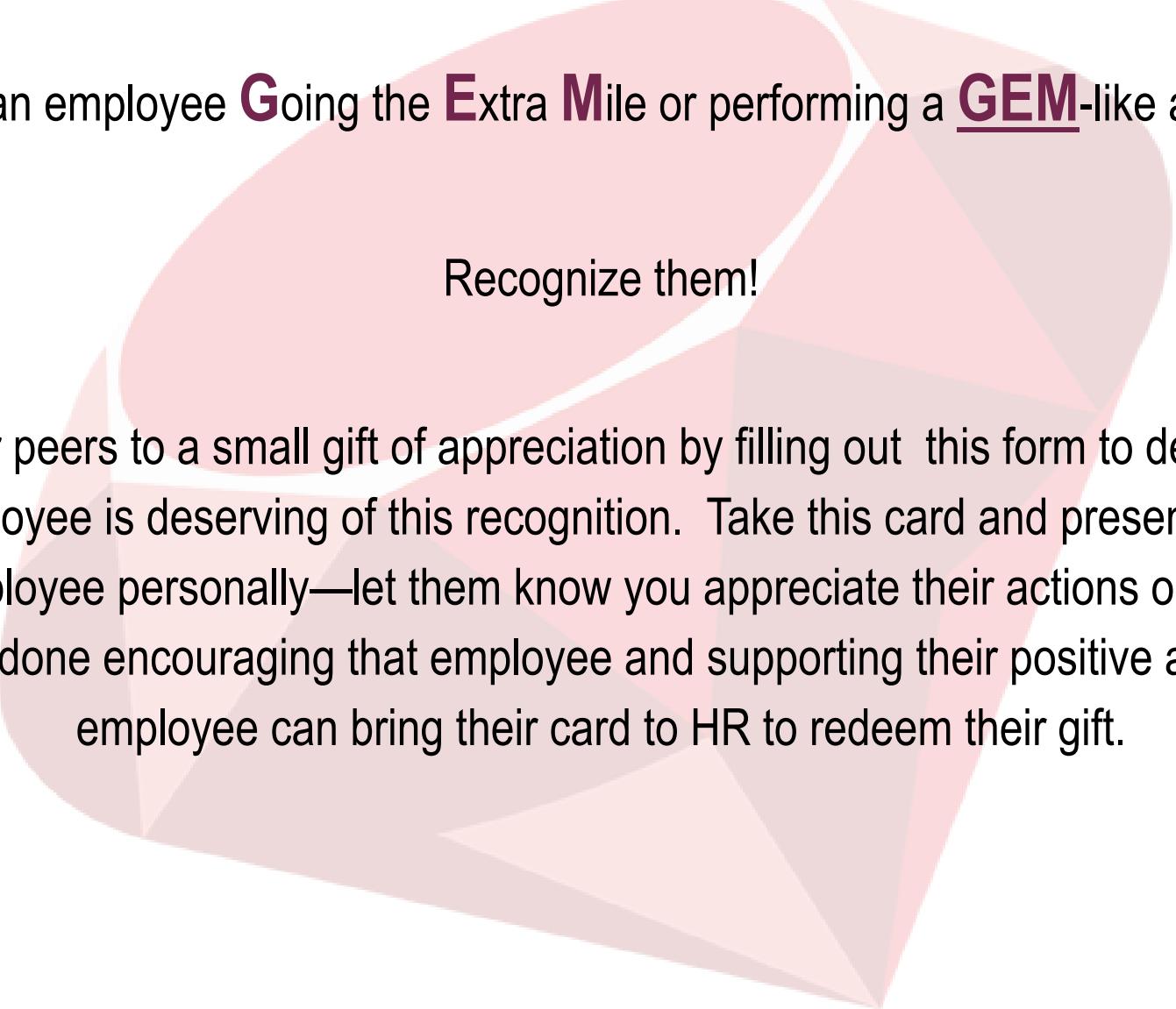
FROM: _____

Date: _____

Describe the **GEM**-like Action:

A large, semi-transparent red circle is overlaid on the text area, covering the "Describe the GEM-like Action:" section and the lines below it. The circle is centered and overlaps the lines intended for the user's response.

Digital signature required for electronic submissions



See an employee **G**oing the **E**xtra **M**ile or performing a **GEM**-like action?

Recognize them!

Treat your peers to a small gift of appreciation by filling out this form to describe why that employee is deserving of this recognition. Take this card and present it to your fellow employee personally—let them know you appreciate their actions or work! After you are done encouraging that employee and supporting their positive action, the employee can bring their card to HR to redeem their gift.

For more information, call HR at 340-2713 or 340-2717.