



## **Application to Use the City of Oshawa Logo** (External Organizations)

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The City of Oshawa Logo is a registered trademark of the Corporation of the City of Oshawa. Any reproduction of the Logo without the City of Oshawa's expressed permission is prohibited.

Parties seeking permission to use the City of Oshawa Logo must complete this Application and submit to Corporate Communications, 50 Centre Street South, Oshawa, ON, L1H 3Z7, or by fax at 905-436-5623 or by e-mail to **communications@oshawa.ca**.

Corporate Communications will review and provide feedback/approval within five business days upon receipt of the completed Application.

### **Applicant's Information:**

**Name of Organization, company or individual:** [Click here to enter text.](#)

**Brief description of event/initiative:** [Click here to enter text.](#)

**Name of Contact:** [Click here to enter text.](#)

**Mailing Address:** [Click here to enter text.](#)

**Phone Number:** [Click here to enter text.](#)

**Email Address:** [Click here to enter text.](#)

Please check (✓) the applicable answer to the following questions, providing details where indicated.

### **1. Criteria**

Your organization/program/event receives monetary or in-kind support from the Corporation of the City of Oshawa.      Yes       No

### **2. Proposed Use of Logo**

Briefly describe the proposed use for print materials, promotional items, electronic publication and/or advertising (e.g. flyer, program, brochure, poster, clothing, vehicle, website, and social media): [Click here to enter text.](#)

### 3. Details of Use

a) On what colour background(s) will the City Logo appear?

White       Black       Other  (Click here to specify, e.g. dark blue)

b) Approximate space available for the City Logo: (Specify size, e.g. 1" high X 2" wide)

[Click here to enter text.](#)

c) Indicate City Logo format required:

EPS       JPEG       Other       Please specify here

4. **Proposed Period of Use:**      [Click here to enter text.](#)

5. **Is a draft layout/mock-up of City Logo use attached?** Yes       No

## Use of City of Oshawa Logo Terms and Conditions

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The Corporation of the City of Oshawa (the “City”) hereby grants to the Applicant a non-exclusive, non-transferable license and permission to use and display the City of Oshawa Logo (the “Logo”) subject to the following terms and conditions:

- 1) Use of the Logo by the Applicant shall be only with prior written permission from the City.
- 2) The City may withhold approval at its sole discretion.
- 3) The City reserves the right, in its sole discretion, to terminate or modify permission to display the Logo at any time.
- 4) The Logo must be used for the purpose requested by the Applicant and approved by the City. Any additional uses by the Applicant require separate permissions.
- 5) Use of the Logo by the Applicant shall be only for the period of time requested by the Applicant and approved by the City. Any additional time periods require separate permissions.
  - a) The Applicant shall at all times preserve the distinctiveness, value and validity of the Logo, and without restricting the generality of the foregoing, shall not:
    - i) alter the Logo in any manner, including proportions, colours, elements or animate, morph or otherwise distort the Logo’s perspective or appearance;
    - ii) alter the Logo to incorporate any other object, including, but not limited to, other logos, icons, words, graphics, photographs, slogans, numbers, design features, symbols, or audio or video files, or use the Logo in proximity to or in conjunction with any such object; or
    - iii) use the Logo for any commercial purpose whatsoever.
- 6) The Applicant shall, if requested by the City, indicate that the Logo is the property of the City and is being used by the Applicant with the City’s permission.
- 7) The Applicant shall not permit any other person or entity to use the Logo.
- 8) The Applicant shall, at its own expense, provide to the City a sample of each product upon or in which the Logo is used or displayed.
- 9) The Applicant acknowledges that the City assumes no liability with respect to the Applicant’s use of the Logo and releases and indemnifies the City and holds it harmless from any liability which might arise from the Applicant’s use of the Logo.

The Applicant accepts the terms and conditions set out above.



**Applicant:**

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Print Name

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Sign Name

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Date

**Use of Logo Approved by:**

Corporate Communications Representative

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Name

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Date