



175 Bridge Street
Carleton Place, ON
K7C 2V8

Town of Carleton Place
Commemorative Naming for Parks, Facilities and Assets
APPLICATION FORM

A. NOMINATOR'S INFORMATION *(Note: a commemorative name may be used only once in the Town of Carleton Place – subsequent requests may be denied)*

Contact Name:

Organization Name:
(if applicable)

Mailing Address:

Telephone -

Home:

Work:

E-mail:

Affiliation to Nominee:

B. NOMINEE'S INFORMATION (Name or organization to be commemorated-choose one)

Individual's Name:
(if applicable)

Organization Name:
(if applicable)

Mailing Address:

Individual's Date of Birth:
(if applicable)

Telephone -

Home:

Work:

E-mail:

C. APPLICABLE CRITERIA (Select all that apply)
The nominated individual/organization shall have demonstrated excellence, courage or exceptional dedication to service in ways that brings special credit to the Town of Carleton Place, the Province of Ontario and/or Canada
An original inhabitant/family within the Town of Carleton Place who/which has historical significance
The nominated individual/organization shall have an extraordinary community service record
The nominated individual/organization volunteers and has made a lengthy contribution to community services/organizations. The quality of the contribution shall be considered along with the length of service by the individual/organization
Where the nominated individual is a current Town of Carleton Place employee, the individual shall have made an outstanding contribution to the Town of Carleton Place outside of their capacity and duties as a Town of Carleton Place employee or they may be recognized for exceptional service once they are no longer a Town employee
The nominated individual may be recognized for a significant financial contribution to a park, facility or asset, where that contribution significantly benefits the park, facility or asset
A person who performs a deed or activity in an outstanding professional manner or of an uncommonly high standard that brings considerable benefit or honour to the Town
The proposed commemorative name shall have historical significance to the community, Town of Carleton Place and/or Canada
RATIONALE FOR NOMINATION
D. Please attach background information related to the criterion chosen which substantiates all claims made. This includes but is not limited to copies of newspaper articles, certificates, awards, letters of support and/or commendation, services records, pictures.
E. DO YOU WISH THE NAME TO BE USED FOR A SPECIFIC (choose one):
Park
Facility
Asset within a Facility
Other (please specify):

If answer is yes to any of the above, please provide the current name/identification, address and/or location:

F. ADDITIONAL INFORMATION (ADD INFORMATION AS NEEDED):

G. CONSENT TO THE RELEASE OF INFORMATION PROVIDED IN SECTIONS C-H IN WHOLE OR IN PART

CONSENT

I / We consent to the release of the information contained in this application in Sections C-G to members of the public for the purpose of allowing Council to receive input into the proposed naming.

MFIPPA STATEMENT

The information collected on this form will be used as part of the Commemorative Naming Policy for Parks, Facilities and Assets.

Personal information on the form, attached to the form or subsequently submitted to be included or attached to the Application Form, and all subsequent information collected as a result of the research and the staff investigation of the person's information, including but not limited to information found on websites, in local archived materials, in newspaper articles, or as a result of a public consultation process, will be used by Town staff and will be made available to the public, and Councillors – except the information collected in Sections A and B.

Nominator's Signature

Date

Nominee's Signature¹

Date

¹ The nominee or a representative on their behalf (next of kin, solicitor, notary public, etc.) shall provide consent to this nomination.