

APPENDIX A

HIGH FIVE® Logo/Communications REQUEST FORM

Organization: _____

Contact: _____

Telephone: _____ Fax: _____ Email: _____

Please check the logo/ad you require:

Logo	Format			
HIGH FIVE®	<input type="checkbox"/> B&W	<input type="checkbox"/> Colour	<input type="checkbox"/> jpg	<input type="checkbox"/> eps
Accreditation Logo	<input type="checkbox"/> B&W	<input type="checkbox"/> Colour	<input type="checkbox"/> jpg	<input type="checkbox"/> eps
Generic Print Ad	<input type="checkbox"/> B&W	<input type="checkbox"/> Colour	<input type="checkbox"/> jpg	<input type="checkbox"/> n/a

Please indicate how you intend to use the logo/ad:

Item	Distribution Quantities*
<input type="checkbox"/> Print marketing/promotional material Specify (e.g. poster, brochure, program flyer)	
<input type="checkbox"/> Certificates, ribbons or medals	
<input type="checkbox"/> Clothing, buttons, hats, mugs, etc. Specify:	
<input type="checkbox"/> Electronic publication (e.g. web link, online newsletter, multi-media)	
<input type="checkbox"/> Other (specify):	
<input type="checkbox"/> Print ad	

* indicate how many of the items will be produced and/or distributed (i.e. number of households, parents or staff members)

NOTE:

- All requests will be reviewed for compliance with the HIGH FIVE® Communications Policies and Guidelines (ie: completion of the Learn! level of the Quality Assurance Process.)
- We will endeavour to respond to requests within one week of submission. Appropriate digital files will be emailed to you.

ADDITIONAL NOTES:

Submit by FAX to the HIGH FIVE® office: 416-426-7371 or by email to HIGHFIVE@prontario.org