

**Annex 1**

**APPLICATION FOR PERMISSION TO USE  
ROYAL CANADIAN MINT  
INTELLECTUAL PROPERTY**

**Please complete and sign this form. Include clear visual references (i.e., visual layout) as to how you plan on using RCM Intellectual Property even if some visual and copy elements are not final.**

**Note: Failure to provide sufficient substantiating material may lead to delay in processing your application.**

**Submit your completed application form and relevant documents by mail or e-mail to:**

**Intellectual Property Committee  
Royal Canadian Mint  
320 Sussex Drive  
Ottawa, Ontario, K1A 0G8**

**Email: [image@mint.ca](mailto:image@mint.ca)**

**1. APPLICANT'S INFORMATION**

Name of Entity:

Address:

City:

Province/State:

Country:

Postal/Zip Code:

Telephone Number:

Is this application being made on behalf of another party (i.e., advertising agency applying on behalf of its client)? If so, provide the name of third party:

Indicate which of the following applies to the entity requesting RCM Intellectual Property:

- Private individual
- Foreign company
- Incorporated association
- Unincorporated association
- Educational institution
- Charitable organization
- Non-profit organization
- Government
  - Federal
  - Provincial
  - Municipal

Provide registration number (if applicable):

## 2. PROPOSED USE

Indicate which RCM Intellectual Property you wish to use (i.e., coin image, RCM logo, etc.):

On a separate sheet, please provide a response to the following:

- Explain the purpose for which the RCM Intellectual Property requested will be used (e.g. in print media, on T.V., as a monument, on a t-shirt, in a book, on products for sale, etc.)
- Provide the following details about the final product using the RCM Intellectual Property:
  - Quantity to be produced
  - The geographical markets in which the final product will be seen i.e., regional, provincial, national, etc.
  - Retail price
- Indicate if the final use will be for:
  - Commercial sale
  - Educational purposes
  - Exhibition
  - Other (please specify)

- Indicate the period of time for which it will be used (i.e., start to finish).
- Include both visual and copy reference for the way in which you will use the Intellectual Property, in the form of a layout.
- Provide, if applicable, the total value/spend/cost of the media mix/buy in which the Intellectual Property will be used.

**Name of Contact:**

**Title:**

**Signature:**

**Email Address:**

**Date:**

**MM / DD / YYYY**

**N.B.:** Please allow 10-20 working days for response.