



Town of Carleton Place

APPENDIX A

175 Bridge Street
Carleton Place,
ON, K7C 2V8

Municipal Facility & Asset Naming
APPLICATION FORM

A. NOMINATOR'S INFORMATION (* A COMMEMORATIVE NAME MAY BE USED ONLY ONCE IN THE TOWN OF CARLETON PLACE – SUBSEQUENT REQUESTS MAY BE DENIED)

Name (Individual or Organization): _____

Mailing Address: _____

Telephone: _____ (Home) _____ (Work)

E-mail: _____

Affiliation to Nominee: _____

B. NOMINEE'S INFORMATION (NAME TO BE COMMEMORATED)

Name: _____

Mailing Address: _____

Date of Birth: _____

Telephone: _____ (Home) _____ (Work)

E-mail: _____

C. NOMINATOR'S INFORMATION (* A COMMEMORATIVE NAME MAY BE USED ONLY ONCE IN THE TOWN OF CARLETON PLACE – SUBSEQUENT REQUESTS MAY BE DENIED)

Name (Individual or Organization): _____

D. NOMINEE'S INFORMATION (NAME TO BE COMMEMORATED)

Name: _____

E. APPLICABLE CRITERIA (SELECT ONE)

The nominated individual is an original inhabitant/family of the Carleton Place area who has historical significance.

The nominated individual/organization demonstrates excellence, courage or exceptional dedication to service in ways that bring special credit to the Town of Carleton Place, the Province of Ontario and/or Canada.

The nominated individual/organization has 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.

The nominated individual is a current Town of Carleton Place employee and has made an outstanding contribution to the Town of Carleton Place outside of his/her capacity and duties as a Town of Carleton Place employee or the nominated individual is a former Town of Carleton Place employee.

The nominated individual/organization has made a significant financial contribution towards a park, facility or asset owned by the Town and the contribution significantly benefits the park, facility or asset.

The nominated individual/organization has performed 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 nominated name reflects an historical event significant to the Town of Carleton Place and or/Canada.

F. RATIONALE FOR NOMINATION AND ATTACHED BACKGROUND INFORMATION RELATED TO THE CRITERION CHOSEN, WHICH SUBSTANTIATES ALL CLAIMS MADE: INCLUDE ITEMS SUCH AS BUT NOT LIMITED TO COPIES OF NEWSPAPER ARTICLES, CERTIFICATES, AWARDS, LETTERS OR SUPPORT OR COMMENDATION, SERVICE RECORDS, PICTURES.

G. DO YOU WISH THE NAME TO BE USED FOR A SPECIFIC:

Park

Facility

Asset within a Facility

Other

Current Identification, Address or Location Information:

H. ADDITIONAL INFORMATION (ADD INFORMATION AS NEEDED):

I. 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-H 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 members of the public, and Councilors – 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.) must provide consent to this nomination.