

# LOGO POLICY

---

## Purpose

1. Ringette Canada's logo is the property of Ringette Canada. The purpose of this Policy is to ensure the protection of the logo and provide guidance on correct logo usage. This Policy does not imply any rights or endorsement on the part of any user.

## Application

2. This Policy applies to staff, Directors, Members, committee members, and third parties wishing to use the logo.

## Logo

3. Ringette Canada's logo consists of the emblem, which is the maple leaf with a ring incorporated in the design, and the wording.

## Use of the Logo

4. Ringette Canada reserves the right to use and grant permission to use the logo in any way it deems appropriate and also reserves the right to request other parties cease usage of the logo in instances where Ringette Canada, at its own discretion, deems the usage inappropriate, misleading or in violation of this policy and any law or regulation.
5. Use of the logo will be consistent with Ringette Canada's Corporate Standards Manual.
6. The logo will not be reproduced or used without written permission from Ringette Canada.
7. Requests to use the logo must be submitted in writing to the Ringette Canada office at least thirty (30) day prior to the expected use or reproduction of the logo. Submissions must include a sample and/or explanation of the proposed use or reproduction.
8. Ringette Canada will provide written permission or denial within seven (7) business days of receipt of the request. This decision is not appealable.
9. Only the official logo may be used. Hand-drawn or altered versions are not permitted. Reference to Ringette Canada's Corporate Standards Manual for acceptable uses and versions is advised.
10. The logo will not be used in any way that could be interpreted as:
  - a) Harmful to the reputation or image of Ringette Canada or its events;
  - b) A false or implied endorsement, sponsorship, approval of Ringette Canada's support of the user's products, services, events or other related activities; and
  - c) A violation of any law, regulation, public policy or the rights of others.
11. In consideration of the acceptance of a third party's use of the logo, the third party agrees as follows:
  - a) To abide by this policy and Ringette Canada's Corporate Standards Manual;
  - b) That all information provided to Ringette Canada is accurate and correct;
  - c) That Ringette Canada reserves the right to revoke the third party's use of the logo; and
  - d) Acceptance of the third party's use of the logo is confirmed in writing by the Executive Director.

This Policy is subject to review at least once every three years

**Date of last review: September 2018**

*The publication of Ringette Canada policies will be in the English and French languages. In the case of conflicting interpretations, the English version will prevail.*