

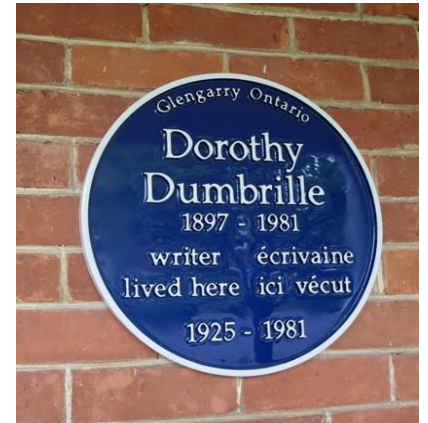
Township of North Glengarry Blue Plaque Program

Instructions for Nomination Form

This document is available in alternative format upon request

Prior to completing the form it is strongly recommended that you review the eligibility criteria for the Blue Plaque Program:

- Only one plaque is erected per person - start by checking with Township Staff to:
 - Ensure your candidate hasn't been commemorated by a plaque yet.
 - Discuss your idea so that we can advise on whether it is already being considered, or has been turned down.
- At least 20 years must have passed since a candidate's death and a building attributable to the candidate must be standing.
- The plaque on the building must be visible by the public without trespassing on private property.
- Buildings with many personal associations, such as churches, schools and theatres, are not normally considered for plaques; requests for these will be considered on a case by case basis.
- No more than two plaques are allowed on one building.
- Nominations to commemorate buildings that have historical significance for a group of individuals, will be considered.
- The proposer for the nomination is responsible for obtaining the necessary consent for the plaque to be installed on the building.
- The consent form must be signed by the property owner, or the property owner's agent, in order to proceed with the evaluation of the application.

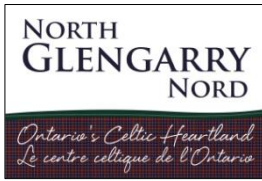


Plaques that are funded

Individuals

A blue plaque may commemorate an individual (such as Dorothy Dumbrille), or a group of people associated with one building. Please note that a maximum of three names may be placed on a plaque.

If you have any questions before you proceed please contact the Economic Development and Communications Officer at the Township of North Glengarry by telephone at 613-525-1313 or by email at ecdev@northglengarry.ca.



Township of North Glengarry Blue Plaque Program

Nomination Form

Section 1: Your information			
Your First Name:			
Your Last Name:			
Email address:			
Telephone number:			
Home Address:			
Organization (if representing one):			
Position in Organization:			
Section 2: Address for the building on which the Plaque will be installed:			
Proposed Property Name:			
Number & Street:	Town:	Postal Code:	
Is this your property?	<input type="checkbox"/> Yes <input type="checkbox"/> No (if no, complete the information on the Property Owner)		
Has the Property Owner signed the Consent Form?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Give a brief description on how the suggested building is associated with the nominee			
Photograph(s) of the building are required:	<input type="checkbox"/> Included		

Section 3: Nomination for an individual	
<i>****Please complete one form for each individual to be nominated****</i>	
Nominee's First Name:	
Nominee's Last Name:	
Nominee's Formal Title:	
Profession / Occupation:	
Date of Birth:	Day _____ / Month _____ / Year _____
Date of Death: <i>(must have died 20 years ago to be eligible)</i>	Day _____ / Month _____ / Year _____
Please give a brief account of the life and achievements for the nominee. Indicate how they meet the eligibility requirement:	
<i>Please give a brief description on how the nominee has:</i>	
• <i>Made some important contribution to human welfare or happiness; and/or</i>	
• <i>Made an exceptional impact in terms of public recognition; and/or</i>	
• <i>Grounds for believing that the nominee is regarded as eminent and distinguished by a majority of members of their own profession or calling.</i>	
Details of Other Honours:	
Attachments, references or links to information that may help with the decision-making:	

Section 5: Consent Form		
Proposed Property Name:		
Number & Street:	Town:	Postal Code:
Proposed Location:		
Photographs of location:	<input type="checkbox"/> Included	
<i>Property Owner Information</i>		
First Name of Property Owner:		
Last Name of Property Owner:		
Property Owner's Address:		
Telephone Number:	Cell Number:	
Email:		
Number & Street:	Town:	Postal Code:
<i>Agent for the Owner Information (if applicable)</i>		
First Name of Property Owner:		
Last Name of Property Owner:		
Property Owner's Address:		
Telephone Number:	Cell Number:	
Email:		
Number & Street:	Town:	Postal Code:

In consideration and as a condition of the Township of North Glengarry ("Township") approving the production of a Blue Plaque, the Owner, or the Owner's Authorized Agent, agrees to the following:

- That a Blue Plaque for an individual shall be installed on the property indicated above.
- That the Blue Plaque will be installed in a location that is visible to the public without trespassing on private property. This location is determined prior to the evaluation of the property.
- The cost for production and installation of the plaque is the responsibility of the Township and the Blue Plaque remains the property of the Township.
- In the event that the property is sold and that the new owner does not wish to retain the Blue Plaque, the Township's responsibility is limited solely to the removal of the Blue Plaque.

Signed at _____ this _____ day of _____, 20_____.

Owner: _____

What happens next?

Thank you for submitting a nomination form to the Township of North Glengarry's Blue Plaque Program. The form will be checked and researched for biographical and address evidence. If the nomination is accepted as valid, the Nomination Form will be reviewed by the members of the Township's Arts, Culture and Heritage Committee ("ACHC") which meets on a monthly basis. The ACHC may turn down, request further research to be provided before a decision can be made, or approve the nomination.

The proposer for the nomination is responsible for obtaining the necessary consent for the plaque to be installed on the building.

Unveilings and special events to commemorate a new plaque are organised in partnership with the proposer and external supporters.

The Township of North Glengarry is subject to the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA"). Any documentation submitted, along with all correspondence, documentation and information shall become subject to MFIPPA, and may be released, pursuant to that Act.

Contact information:

Economic Development and Communications Officer

Township of North Glengarry

90 Main Street South

Alexandria ON K0C 1A0

Tel: 613-525-1313

Cell: 613-363-0819

ecdev@northglengarry.ca