

RÉGIE DES INSTALLATIONS OLYMPIQUES (hereinafter called the "RÉGIE")

**Form for requesting special themed lighting for the Montréal Tower
for an event held by an organization (hereinafter the "Request")**

1. Organization

1.1 Name of organization*:	
Québec Business Number (NEQ)*	

* As indicated at the Québec Enterprise Registrar (QER) at www.registreentreprises.gouv.qc.ca

The name and number of the organization must match that found on the Québec Enterprise Registrar.

1.2 Address:	
1.3 Phone:	
1.4 Email:	
1.5 Fax:	
1.6 Project Manager:	

1.7 Identity of the organization representative authorized to make the Request:

2. Description of the event for which the Request is being made (hereinafter the "Event")

a) Nature of the Event

2.1 Name of Event:	
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2.2 Description of Event:

2.3 Date(s) and time(s) of Event:

2.4 Date(s) and time(s) for the special themed lighting (hereinafter "Special Lighting"):	
2.5 Duration of Special Lighting (must conform with available schedule):	

2.6 What lighting colour(s) will be required?

2.7 Are there other tower(s), building(s), or monument(s) participating?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If no, go to 2.9

2.8 If yes, which tower(s), building(s), or monument(s) will be participating?

c) Visibility

2.9 Will the Event include any visibility for the Régie?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If yes, proceed to 2.10. If no, go to 2.11.

2.10 Nature of visibility	Yes	No	Description of visibility for the Régie
Displays	<input type="checkbox"/>	<input type="checkbox"/>	
Brochures	<input type="checkbox"/>	<input type="checkbox"/>	
Media kit	<input type="checkbox"/>	<input type="checkbox"/>	
Invitations	<input type="checkbox"/>	<input type="checkbox"/>	
Newsletter	<input type="checkbox"/>	<input type="checkbox"/>	
Traditional media	<input type="checkbox"/>	<input type="checkbox"/>	
Social media	<input type="checkbox"/>	<input type="checkbox"/>	
Acknowledgements	<input type="checkbox"/>	<input type="checkbox"/>	
Promotional tools	<input type="checkbox"/>	<input type="checkbox"/>	
Advertising	<input type="checkbox"/>	<input type="checkbox"/>	
Website	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	

d) Commitments and declarations:

2.11 By signing this request Form, I understand and declare on behalf of the organization that:
<ul style="list-style-type: none"> The Régie reserves the right to modify or cancel any Special Lighting of the Montréal Tower without notice or compensation. All Régie documentation related to Special Lighting for organizations (notably the Form, present conditions, general lighting policy, etc.) is subject to change without notice, in which case an updated version is available on the Régie website at www.parcolympique.qc.ca.
<ul style="list-style-type: none"> The Régie will select the events that will benefit from the Special Lighting at its sole discretion. The act of making a Request does not mean it will be selected by the Régie. The Régie will transmit written acceptance to any non-profit organization whose Request has been accepted. No pressures or influence on the part of the organization or its representatives to influence the Régie will be tolerated under penalty of having the Request rejected.
<ul style="list-style-type: none"> The organization vows to respect the participation conditions of the Régie's Special Lighting if their Request is accepted by the Régie. These conditions are available on the Régie's website at www.parcolympique.qc.ca.
<ul style="list-style-type: none"> A limit of one (1) accepted request per organization per calendar year. No exclusivity rights will be granted to the organization.
<ul style="list-style-type: none"> All information presented herein is true and accurate. Any false or misleading information will warrant the immediate rejection of a Request. Only a duly completed and signed form will be considered by the Régie.

Signature of the authorized representative of the organization

Date: _____

PLEASE COMPLETE THIS FORM IN FULL AND TRANSMIT IT TO THE RÉGIE NO LESS THAN 60 DAYS BEFORE THE EVENT TO evenement@rio.gouv.qc.ca. OR BY FAX TO 514-252-4440.