



APPLICATION TO USE THE NEWMARKET FOOD PANTRY LOGO

The Newmarket Food Pantry's visual identity is made up of a logo that is to be applied in a consistent and professional manner in all instances of its use. Please complete the form below to receive approval to use the Newmarket Food Pantry logo and/or name for an event.

APPLICATION INFORMATION

Organization (if applicable): _____

Name of Contact: _____

Address: _____

Phone Number: _____

Email Address: _____

EVENT INFORMATION

Name of Event: _____

Date of Event: _____

Brief Description of Event:

Location of Event: _____

Estimated Benefit to the Newmarket Food Pantry: _____

Amount of Food to be Collected (in pounds): _____

Dollars to be Raised: _____

Other: _____

GUIDELINES ON THE USE OF THE NEWMARKET FOOD PANTRY NAME AND/OR LOGO

1. The identity of the Newmarket Food Pantry logo must not be altered, covered or manipulated in any way by:
 - altering or partially covering the logo
 - altering the proportions, position or letter spacing
 - stretch, condense, distort or separate logo elements
 - alter the colour or add effects
 - replace the font with another font
 - place an image within the logo
 - rotate (vertically, horizontally or diagonally) or flip the logo
2. At the event where the Newmarket Food Pantry name and / or logo is being displayed, it must be clearly communicated to the public that the event is for the benefit of the Newmarket Food Pantry's clientele.
3. At the conclusion of the event, the organization will promptly collect and transport the food or monies collected to Newmarket Food Pantry, along with any accompanying requests for gift-in-kind or charitable donation receipts.
4. Permission to use the name and / or logo of the Newmarket Food Pantry is restricted to this one-time usage as described above.

Please indicate by signing below that you agree with and abide by these guidelines:

Signed: _____

Date: _____

Please email this form to Vickie Sparks at vrsparks@gmail.com a minimum of two weeks before the date of the event.