

## 2017 Canada Awards for Excellence and Canada Order of Excellence Intent to Apply Form

**Name** of Organization, Department, Division, Branch, etc. submitting the application. Please verify with care, and indicate the use of upper and lower case letters. Provide the name in either of the official languages, or both if it exists. *The name and address shown on this form will be used for publicity purposes.*

Name of Organization:

Address:  Phone:

City and Province:  Fax:

Postal code:  E-mail:

Name of CEO:  Phone:

Exact title:  E-mail:

Contact name:  Phone:

Contact title:  E-mail:

Additional technical contact, if appropriate:  Phone:

Is this a Corporation, Organization, Government, Business Unit/Department?  
Please specify \_\_\_\_\_

If the application is submitted by a Business Unit (e.g., Department, Division, Branch, Subsidiary), indicate the name and address of the ultimate parent company, and any intermediate parent companies, if applicable.

**Excellence Canada Partner Level**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Governors' Circle <i>(formerly Platinum)</i> | <input type="checkbox"/> Premiere <i>(formerly Silver)</i>     | <input type="checkbox"/> Network <i>(formerly Bronze)</i> |
| <input type="checkbox"/> Elite <i>(formerly Gold)</i>                 | <input type="checkbox"/> Builder <i>(formerly Bronze Plus)</i> | <input type="checkbox"/> Not applicable                   |

**How did you become aware of the *Canada Awards for Excellence* program?**

- |                                      |                                     |                                    |                                      |
|--------------------------------------|-------------------------------------|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Print media | <input type="checkbox"/> EC Website | <input type="checkbox"/> Colleague | <input type="checkbox"/> Direct Mail |
| <input type="checkbox"/> Event       | <input type="checkbox"/> Other:     |                                    |                                      |

**Method of application:**

- Progressive certification program
- Direct Application for the CAE Award
- Benchmark Assessment

**Level of Award** for which you are going to apply:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Certificate of Merit (Project category only) | <input type="checkbox"/> Silver /Going for Silver | <input type="checkbox"/> Platinum /Going for Platinum |
| <input type="checkbox"/> Bronze <i>(not announced at CAE)</i>         | <input type="checkbox"/> Gold /Going for Gold     | <input type="checkbox"/> Canada Order of Excellence   |

- Excellence, Innovation and Wellness  
 *Healthy Workplace*<sup>®</sup>

- Mental Health at Work*<sup>®</sup>  
 Education

- Projects

**Sector** (check the one that best describes your organization):

- Public sector                       Private sector                       Not-for-profit                       School  
(incl. School Board)

**Size of Organization:**

- Small (up to 50 full-time or equivalent employees)  
 Medium (51 – 250 full-time or equivalent employees)  
 Large (251 or more full-time or equivalent employees)

**Date of Verification:**

Please provide a date between **February 1<sup>st</sup> and June 30<sup>th</sup>** when your team is available to receive a site visit  
Note: This date must be firm and cannot be changed once the verification team has been assigned.

Date: \_\_\_\_\_

**Submission Deadline:**

Deadline to submit the application & supporting documentation will be **30 days prior** to the agreed verification date.

**Date of Benchmark Assessment** (*confirmed by Coach*): \_\_\_\_\_

**Intent to Apply**

- I, the undersigned, intend to submit an application for *Canada Awards for Excellence* or Canada Order of Excellence recognition in 2017.

Name of  
Applicant \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please contact Bonita Savard if you have any questions:**

Tel: (416) 251-7600, ext. 233 / Toll Free: 1-800-263-9648 / Fax: (416) 251-9131

E-mail: [bonita@excellence.ca](mailto:bonita@excellence.ca)  
Website: [www.excellence.ca](http://www.excellence.ca)

**Submission deadline is 30 days prior to agreed verification date**

**Please email the “2017 CAE and Order of Excellence - Intent to Apply Form” by January 31<sup>st</sup>, 2017**

**Thank-you for your interest in the *Canada Awards for Excellence***