2018 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**

- [ ] Governors’ Circle (formerly Platinum)
- [ ] Elite (formerly Gold)
- [ ] Premiere (formerly Silver)
- [ ] Builder (formerly Bronze Plus)
- [ ] Network (formerly Bronze)
- [ ] Not applicable

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

- [ ] Print media
- [ ] EC Website
- [ ] Colleague
- [ ] Direct Mail
- [ ] Event
- [ ] 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:

- [ ] Certificate of Merit (Project category only)
- [ ] Silver / Going for Silver
- [ ] Gold / Going for Gold
- [ ] Platinum / Going for Platinum
- [ ] Bronze (not announced at CAE)
- [ ] Canada Order of Excellence
<table>
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<tr>
<th>Excellence, Innovation and Wellness</th>
<th>Mental Health at Work®</th>
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**Sector** (check the one that best describes your organization):
- [ ] Public sector
- [ ] Private sector
- [ ] Not-for-profit

**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 **March 1st and June 15th** 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 2018.

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
Website: www.excellence.ca

Submission deadline is 30 days prior to agreed verification date
Please email the “2018 CAE and Order of Excellence - Intent to Apply Form” to bonita@excellence.ca

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