



Appendix 37

Latrobe City ABN 92 472 314 133

Telephone 1300 367 700

Facsimile (03) 5128 5672

TTY (NRS) 133 677

Post to PO Box 264 Morwell 3840

Email Address latrobe@latrobe.vic.gov.au

Internet www.latrobe.vic.gov.au

AUSDOC DX217733

Latrobe City Council Logo Use Permission Form

Latrobe City Council's name and corporate logo are the property of Latrobe City Council and may only be used with express permission.

Permission to use the Latrobe City Council name or corporate logo will not be granted until this form has been completed and signed by an authorised manager or general manager.

Please complete all of the fields below, sign and return this form to the Communications team at Latrobe City Council on marketing@latrobe.vic.gov.au or fax (03) 5128 5672. For further information please contact the Communications team on (03) 5128 5589.

Name _____

Organisation _____

Address _____

Phone _____

Email _____

Date lodged _____

Please describe how the logo will be used

Duration of use	Single advertisement / event []	Ongoing use [] * See below
If 'ongoing' please indicate how long the name/logo will be used for (please specify an end date)		



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I agree that :

- (a) I have been provided with a copy of the Latrobe City Council Style Guide and understand that any use of the Latrobe City Council logo must be fully in accordance with the instructions in this Style Guide;
- (b) Permission to use the Latrobe City Council name or logo is granted for a specific purpose and duration. I agree that I will not use the Latrobe City Council name or logo after this time without again seeking permission;
- (c) I will use the Latrobe City Council logo in the format that it is provided and not alter it in any way (apart from re-sizing);
- (d) I will not distribute or forward the Latrobe City Council logo to any other person or organisation without first obtaining the permission of Latrobe City Council;
- (e) If requested, I will provide a proof or copy of the document in which the Latrobe City Council logo is proposed to be used for approval by the Manager Community Relations before publication/application.

In signing below, I agree not to use the Latrobe City Council name or logo other than in accordance with this form and the Latrobe City Council Style Guide.

Applicant signature: _____

Date _____

Office use only

Approved [] Not Approved []

Manager Community Relations signature: _____

Date _____