

1. Purpose

- 1.1 Policy Ringette Manitoba's marks and logos are the property of Ringette Manitoba. The purpose of this Policy is to ensure the protection of the marks and logos and provide guidance on correct usage.

2. Application

- 2.1 This Policy applies to staff, Directors, Members, committee members, and third parties wishing to use Ringette Manitoba's marks and/or logos.

3. Marks and Logo

- 3.1 Ringette Manitoba's marks and logo include any and all artwork commissioned and owned by Ringette Manitoba.

4. Use of the Logo

- 4.1 Ringette Manitoba reserves the right to use and grant permission to use its marks and/or logos in any way it deems appropriate
- 4.2 Ringette Manitoba, at its sole discretion and for any reason, reserves the right to demand that any party cease the use of Ringette Manitoba marks and/or logos.
- 4.3 Marks and logos will not be reproduced or used without written permission from Ringette Manitoba.
- 4.4 Requests to use a mark or logo must be submitted in writing to the Ringette Manitoba office at least ten (10) days prior to the expected use or reproduction of the mark or logo. Submissions must include a sample and/or explanation of the proposed use or reproduction.
- 4.5 Ringette Manitoba's logo shall not be used/reproduced to sell merchandise unless written permission is granted from Ringette Manitoba or for its own use
- 4.6 Ringette Manitoba will provide written permission or denial within three (3) business days of receipt of the request. This decision is not appealable.
- 4.7 For all authorized use, no hand drawn or altered versions are permitted, and only the official marks and/or logos shall be used.
- 4.8 The marks and/or logos shall not be used in any way that could be interpreted, at Ringette Manitoba's sole discretion, as:
- Harmful to the reputation or image of Ringette Manitoba or its events;
 - A false or implied endorsement, sponsorship, approval of Ringette Manitoba's support of the user's products, services, events or other related activities; and
 - A violation of any law, regulation, public policy or the rights of others.
- 4.9 For all authorized third party use of the logo, the third party agrees as follows:
- To abide by this policy and other direction provided by Ringette Manitoba.
 - To not amend or alter the marks and/or logos in any way;
 - That all information provided to Ringette Manitoba is accurate and correct;
 - That Ringette Manitoba reserves the right to revoke the third party's use of the marks and/or logos; and Acceptance of the third party's use of the marks and/or logos is confirmed in writing by the Executive Director of Ringette Manitoba or designate.

- e) Improper use could be escalated to the Ringette Manitoba Complaints and Discipline Policy.

DRAFT

Date of Last Review: (date)

RMB XXX Committee is responsible for review of this policy (frequency).
