



Naming Application Form

Please thoroughly review the Town of Pilot Butte Naming/Re-naming or Dedicating of Municipal Property, Building, and Park Element Policy, prior to completing this application.

Application for: Park Naming/Renaming Municipal Building/Structure Naming/Renaming

Applicant's Information

Name (Individual or Organization):

Mailing Address:

Telephone Number:

E-mail:

Information About the Park or Municipal Building or Structure and Proposed Name

Current Name (if applicable):

Proposed Name:

Location::

If the proposed name relates to the commemoration of an individual who is alive, please provide the individual's contact information below

Name:

Mailing Address:

Telephone Number:

E-mail:

If the proposed name relates to the commemoration of an individual who is deceased, please provide the contact information of the individual's next of kin or legal representative below

Name:

Mailing Address:

Telephone Number:

E-mail:

Please be advised that the information contained in this application will be made public, by way of public consultation and a Report to Council. Personal information, including mailing address, telephone number and email address, will not be made public, but may be provided to Council in a confidential manner.

Applicable Types: Indicate all that apply

- an opening or re-opening of a building or asset, which may require donations
- a civic recognition;
- International, national or provincial events/competitions;
- New park development; and,
- Corporate sponsorship. (Formal Agreement Required)

Applicable Principles: Indicate all that apply

- Name is unique; name duplication and similar sounding names have been avoided
- Name has a unique origin and does not recognize an individual, organization, or historic or geographic feature that has already been recognized through the naming of another Town park
- Name portrays a strong positive image of the Town, gives a sense of place, continuity and belonging, and celebrates the distinguishing characteristics and uniqueness of the Town
- The rationale associated with the selection of a particular name is understandable and justifiable to Town residents
- The name does/is not:
 - political in nature;
 - discriminatory or derogatory of race, colour, ethnic origin, gender identity or expression, sexual orientation, religion, creed, disability or other social factors;
 - result in inappropriate abbreviations or acronyms;
 - unduly detract from the character or integrity of the community or the aesthetic quality of the property
 - impair the ability of First Responders to respond to emergencies
- The park has not been named or renamed in the previous ten (10) years

Please be advised that the information contained on this page of your application form will be made public by way of public consultation and a Report to Council.

Rationale for Naming/Renaming (please attach additional pages and documents as needed)

Please describe the rationale for the proposed name and attach background information related to the chosen criterion, which substantiates all claims made (include copies of newspaper articles, certificates, awards, service records, pictures, maps, excerpts from books or articles, historical documents, research articles, any other supporting documents, etc.). If this is a request to replace an existing park name, please provide a valid justification for doing so, as further outlined in the Naming Policy.

Supporting Information / Document Checklist

Please indicate which of the following documents or supporting information have been provided:

- Newspaper articles
- Certificates, awards or service records
- Research articles or documents
- Historical documents
- Pictures or maps
- Excerpts from books or articles
- Other _____

If naming or renaming after an individual or organization please include the following documents and supporting information:

- Background information and/or biographical information demonstrating that the proposed name is of significance to the community and/or the Town and is directly linked to the park or municipal building.
- A letter addressed to the Town from the individual or organization being honoured, or in the event that the individual is deceased or the organization no longer exists, from their next of kin or legal representative, or past members of the organization, granting permission to name the park or municipal building.

Applicant's Signature:

Date:

This signature confirms that the applicant has reviewed the Naming/Re-naming or Dedicating of Municipal Property, Building and Park Element Policy

Please be advised that the information contained on this page of your application form will be made public by way of a public consultation and a Report to Council.

**Please return your completed application form to the Town of Pilot Butte
ATTN: Chief Administrative Officer
222 Diamond Place, Box 253 Pilot Butte, Saskatchewan S0G 3Z0**