



# Canadian Almanac & Directory

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**Fax completed forms to: (416) 644-1904**

**FREE LISTING &  
UPDATE**  
Be sure your  
organization appears in  
Canadian Almanac &  
Directory!

**Canadian Almanac & Directory** is a comprehensive, carefully updated directory of national information on major institutions, governments, associations, education, health, honours & awards, statistics & almanac data, published every year since 1847.

This listing is **FREE**. To ensure a complete and accurate listing in the upcoming edition, simply fill in the questionnaire and return it by **fax or by mail**. Include any relevant information such as phone, fax or toll free numbers, website and email addresses, and official translations (if applicable).

If you have any questions, please call Tannys Williams at (416) 644-6476 or 1-866-433-4739. You can return this form either by **FAX**: (416) 644-1904, by **mail** to the address above, or **email** info@greyhouse.ca.

Is your organization already listed in this publication? Yes, we're updating existing information \_\_\_\_\_ No, we're new \_\_\_\_\_  
Completed by: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## ORGANIZATION

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Toll Free: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Translated Name: \_\_\_\_\_

Also known as: \_\_\_\_\_

Acronym: \_\_\_\_\_

Founded: \_\_\_\_\_

## CHIEF OFFICERS/STAFF

President - \_\_\_\_\_

Secretary - \_\_\_\_\_

Treasurer - \_\_\_\_\_

Vice-President - \_\_\_\_\_

Other Staff: please see following page

Number of staff: \_\_\_\_\_; Volunteers: \_\_\_\_\_

## OTHER STAFF: (attach list if necessary)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

## MEMBERSHIP

Member of: \_\_\_\_\_

Number of members: \_\_\_\_\_

Membership profile: \_\_\_\_\_

Membership fee: \_\_\_\_\_

**ADDITIONAL INFORMATION**

**SUBJECT FOCUS:**

i. \_\_\_\_\_ ii. \_\_\_\_\_  
iii. \_\_\_\_\_ iv. \_\_\_\_\_

**SCOPE OF ACTIVITY:**

- International
- National
- Provincial/Territorial
- Local
- Regional

**ORGANIZATION TYPE:**

- Professional
- Trade/Industry/Business
- Other (special/common interest)

Please indicate if you are a:  Licensing Body  Registered Charity

**MISSION STATEMENT/GOALS/MANDATE:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ANNUAL OPERATING BUDGET:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Less than \$50,000        | <input type="checkbox"/> \$50,000 - \$99,999     | <input type="checkbox"/> \$100,000 - \$249,999     |
| <input type="checkbox"/> \$250,000 - \$499,999     | <input type="checkbox"/> \$500,000 - \$1,499,999 | <input type="checkbox"/> \$1,500,000 - \$2,999,999 |
| <input type="checkbox"/> \$3,000,000 - \$4,999,999 | <input type="checkbox"/> Over \$5,000,000        |  |

**DO YOU:** Rent your Mailing Lists?  Yes  No  
 Have a Speakers Service?  Yes  No  
 Have an Internship Program?  Yes  No

**SERIAL PUBLICATIONS:**

Type: (eg. newsletter, journal, magazine) \_\_\_\_\_ Title: \_\_\_\_\_

Frequency: \_\_\_\_\_ Price: \_\_\_\_\_ Editor: \_\_\_\_\_

ISBN: \_\_\_\_\_ ISSN: \_\_\_\_\_ Accept advertising?  Yes  No

Description of contents: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LIBRARY/RESOURCE CENTRE:**

Does your organization have a library, resource centre or documentation centre?  Yes  No

Library/Resource/Documentation Centre Name: \_\_\_\_\_

Open to the Public:  Yes  No  By Appointment Only

Library Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**CONFERENCE/CONVENTIONS:**

*Please submit any literature pertaining to future conferences as it becomes available.*

	2009	2010	2011	2012
Name of Meeting:	_____	_____	_____	_____

Location: (City/Province/Country) \_\_\_\_\_

Facility: \_\_\_\_\_

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

Number of Attendees: \_\_\_\_\_

**OTHER:**

Awards: Please attach a list

Awareness Events (Please include the date): \_\_\_\_\_

Activities: \_\_\_\_\_

Committees: \_\_\_\_\_

Sources of funding: \_\_\_\_\_

**WE THANK YOU FOR TAKING THE TIME TO PROVIDE YOUR VALUABLE INFORMATION.**