



# Circulations: Online Application Form

Name of Contracting Party:	Date of Request:
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Name of Individual Contact for the Contracting Party:

Mailing Address:

City:	Province:	Postal Code:
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Email Address:	Phone Number:
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**Please check one:**

Employment Opportunity    
  Educational Opportunity    
  Conference    
  Research Project  
 Other, please specify \_\_\_\_\_

**Your request for distribution and posting your information must be submitted in a Word document.**

**Select method(s) of distribution. You may choose any combination of services. See the Fee Schedule below for details.**

**1. For Distribution by Website Posting:** Content will be accessible for up to *three months*, from distribution date.

**2. For Distribution by Broadcast E-Mail:** Content will be distributed up to three times if specified by the requesting applicant. (See note below regarding posting dates.)

Please indicate 2<sup>nd</sup> and 3<sup>rd</sup> distribution dates.

1. First distribution/posting date will occur within five days after receipt of payment.

2. \_\_\_\_\_

3. \_\_\_\_\_

**Recipients:**

Both Speech-Language Pathologists and Audiologists  
 Speech-Language Pathologists only  
 Audiologists only

**Note:** Five business days advance notice must be given. The CASLPM Office will make every effort to adhere to time frames requested by the Contracting Party, as administrative demands of the College allow.

**All Fees Payable in Advance of Distribution/Posting:**

Website posting only.....\$100.00 plus GST  
 Website posting and email broadcast.....\$150.00 plus GST

**Note -** these fees apply to a one-time distribution/posting only. Any changes to the original posting will incur new posting and distribution fees.

For Office Use Only:		
Date Received	Approved	Registrar's Signature