

CIPF Decal Order Instructions

How to Order the CIPF Decal

1. Members order decals from CIPF, by downloading and completing the order form on the CIPF website and submitting as instructed.
2. **CIPF will only accept orders from the member firm's head office** which is responsible for ordering decals for each of its locations to which customers or potential customers have access.
3. Orders are batched for printing bi-monthly and the cut-off dates are the last day of February, April, June, August, October and December or the following business day if it falls on a weekend.
4. Standard layout and font are used on all decals. Inclusion of the member firm's logo, trademark and non-standard font is not allowed.
5. Members must indicate the member firm's preferred language version. CIPF offers decals exclusively in English and French, and a bilingual (French and English) decal. Members in Québec are advised to confirm that use of their selected CIPF Membership Identifier and CIPF Decal are in compliance with legislation in Québec regarding trademarks on public signs and posters and commercial advertising. The English 'CIPF' and French 'FCPI' logos, effective January 1, 2023, are expected to be officially registered with the Canadian Intellectual Property Office in and around March 2026. CIPF Membership Identifiers and CIPF Decals are available exclusively in French.
6. If this is an initial order, or the member firm had a name change, a print proof of the decal will be e-mailed to the member firm for approval via a return e-mail back to CIPF.
7. If the order is a repeat order, and the member firm has not had a name change, the order form will be processed and no print proof will be sent for approval as the previous approved print proof is on file at CIPF.
8. Decals will be mailed (after payment is received by CIPF's printer, Avant Imaging & Integrated Media Inc. (AIIM)) within 3 weeks after the month that the order was processed (i.e. February, April, June, August, October, December).



9. AIIM will invoice the member firm for the cost of the decals. The invoice will be accompanied by payment instructions. Payment is due to AIIM prior to delivery of the decals.
10. If rush shipment is required, request this on the order form. The additional charge will be notified in advance, and payment for the rushed shipment will need to be received by AIIM in advance of the shipment.
11. Member firms can choose to display the existing CIPF Decal until a) a new CIPF Decal is available, or b) no later than December 31, 2024.





CIPF DECAL ORDER FORM



Send order by e-mail: decals@cipf.ca or
Telephone: 416 866 8366

Canadian Investor Protection Fund

MEMBER INFORMATION

INVOICE TO:

Member Name: _____

Contact Name: _____

Address: _____

City: _____ Prov: _____ Postal: _____

E-mail: _____

Telephone: _____ Fax: _____

SHIP TO: *(If different from INVOICE TO address)*

Member Name: _____

Contact Name: _____

Address: _____

City: _____ Prov: _____ Postal: _____

E-mail: _____

Telephone: _____ Fax: _____

PLEASE NOTE:

- Minimum quantity is 3 decals per language version (English/French/Bilingual).
- Print is scheduled bi-monthly; order cut-off date is the last day of February, April, June, August, October and December.
- The Member's head office is responsible for ordering the decals for all its branches and sub-branches.
- Cost per decal is \$14.50/each plus shipping and taxes.

English Company Name **(Must be the legal name of the New SRO-regulated firm):** *(please print)*

English Decal Quantity

French Decal Quantity

French Company Name **(Must be the legal name of the New SRO-regulated firm):** *(please print)*

Bilingual Decal Quantity

Bilingual Decal
(Québec*) Quantity

*Compliant with the Charter of the French Language. See Decal order instructions for more information.

*Applicable Taxes and Shipping Extra. Shipping will be arranged and charged at the most economical ground or air rate available.

RUSH SHIPMENT REQUIRED. Additional charges will be notified in advance. ☐ YES ☐ NO

Order placed by:

Name: _____ Title: _____

Signature: _____ Date: _____