

<p><b>Kelsey School Division</b> Box 4700 The Pas, MB R9A 1R4  Phone: 623-6421</p>	<p><b>Code: BHAA</b></p>
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#### **KELSEY DIVISION LOGO**

1. The KSD logo is a trademark of the Kelsey School Division.
2. The KSD logo symbolizes the Kelsey School Division and its objectives. Its use is restricted to those purposes deemed appropriate by the Kelsey School Division, as determined in this policy.
3. Any individual, group, agency, or business wishing to reproduce the KSD logo in any form, including electronic reproduction and/or distribution and/or display, whether for commercial reasons or otherwise, must first obtain written permission from the KSD School Board to do so. Such permission will normally be sought through the KSD Secretary Treasurer.
4. Provincial use of the KSD logo is authorized for printed, electronic, or other form as deemed appropriate in relation to all manners of communication and distribution which is initiated by the Board of KSD, its Superintendent, Secretary Treasurer, or staff persons as a normal part of their duties. This may also include the production of promotional materials, subject to the authorization of the Board.
5. A school and department of the KSD may use the logo alone, in combination with their school name or with their own logo on official documents and other items of business. Should either wish to use the logo on promotional or complimentary items such as gifts, the principal or supervisor shall contact the Secretary Treasurer to indicate interest in producing such items.
6. The organizers of any KSD sponsored activities who wish to incorporate the KSD logo into printed materials or promotional items should first contact the Secretary Treasurer. Use of the logo in these circumstances would normally include reference to the particular activity.