

## CANADIAN HYDROGRAPHIC SERVICE APPLICATION FORM

Application to enter into an agreement (copyright licence, memorandum of understanding, letter of permission) to use Canadian Hydrographic Service (CHS) digital or analogue products and/or data and/or product updates (“CHS intellectual property” or “CHS IP”).

### General

This application will allow CHS to assess your request and determine the conditions under which an agreement may be issued.

Date of Application (dd mmm, yyyy): \_\_\_\_\_

Type of Agreement Under Consideration:

- |   |   |
|---|---|
| <input type="checkbox"/> DFO Internal Use<br><br><input type="checkbox"/> Letter of Permission<br><br><input type="checkbox"/> Site Licence Agreement | <input type="checkbox"/> Direct User Licence Agreement<br><input type="checkbox"/> <i>commercial entity</i><br><input type="checkbox"/> <i>research (non-navigation use)</i><br><br><input type="checkbox"/> Memorandum of Understanding<br><input type="checkbox"/> <i>government department</i><br><input type="checkbox"/> <i>Crown corporation (agent of the Crown)</i><br><br><input type="checkbox"/> Value-Added Reseller Agreement<br><input type="checkbox"/> <i>create hardcopy product for re-sale</i><br><input type="checkbox"/> <i>create digital product for re-sale</i> |
|---|---|

### Applicant Information

|   |   |      |
|---|---|------|
| Your Name   |   |      |
| Your Title/<br>Position:                            | <input type="checkbox"/> I am a student |      |
| Company or<br>Organization                          |   |      |
| Business Address:                                   |   |      |
| Mailing Address (if<br>different):                  |   |      |
| Telephone:  |   | Fax: |
| E-mail:   |   |      |
| Web Site:   |   |      |
| If business, date<br>established (dd<br>mmm, yyyy): |   |      |



|                                   |   |          |
|-----------------------------------|---|----------|
| Structure of Business:            | <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Business Corporation <input type="checkbox"/> Partnership<br><input type="checkbox"/> Government Dept. <input type="checkbox"/> Government Agency* <input type="checkbox"/> Crown Corp.*<br><input type="checkbox"/> Other <input type="checkbox"/> Non-Profit/Charitable Corp.<br>*Federal Crown agent? <input type="checkbox"/> |          |
| Incorporated Under the Laws of:   | Province/State:   | Country: |
| Date Incorporated (dd mmm, yyyy): |   |          |
| Additional Contact:               | If there is an additional contact, please add the name here. If you checked "I am a student" you must provide the full name and address of a permanent faculty member:  |          |

**CHS Intellectual Property Requested**

1. Please specify the CHS intellectual property you wish to access/copy/ modify/reproduce:

a) For all requests for raster and vector charts please attach a completed order form, available at [www.charts.gc.ca](http://www.charts.gc.ca) (follow the "Copyright and Licensing" link on the main page then click on one of the "Licensing Options").  Attached

b) For all other requests please list the relevant identifiers for field sheets, tidal data or products, etc. If you require other data, you must specify the corner coordinates for the area of coverage in which you are interested.

To assist you in itemizing the products you require, please refer to [www.charts.gc.ca](http://www.charts.gc.ca) where you will find on-line catalogues and product listings. Please be as precise as possible to help us process your request as quickly as possible.

Attached  
 Updating service required (if applicable)

2. Please state clearly the nature of your business and intended use of the CHS intellectual property. Describe any intended creation of products to be sold commercially or non-commercially, products which will not be sold, and/or published papers, web sites, research activities or other forms of distribution. Please include product edition numbers, if applicable.

Attached

3. If you are creating a product to be sold commercially, what is your Estimated Price for each of your product(s) derived from or including CHS intellectual property?



| Name/Type of Product | Estimated Quantity Intended for Distribution | Estimated Wholesale Price | Estimated Retail Price |
|----------------------|--|---------------------------|------------------------|
|                      |  |                           |                        |
|                      |  |                           |                        |
|                      |  |                           |                        |

4. Please indicate your target sales or distribution forecast for the term of the licence.

5. What percentage of your product will be comprised of CHS intellectual property? Please describe the method(s) used to establish this proportion (e.g.: number of CHS charts included in the product compared to the total number of licensed charts produced by national hydrographic offices in the product).

6. Please include any additional supporting information that you feel will help us to better assess your application.

7. If you are applying for a site licence, please complete this section. Otherwise proceed to signature page.

Number of workstations applied for: \_\_\_\_\_

Number of workstations overall in organization: \_\_\_\_\_

Number of employees who will be using the CHS IP: \_\_\_\_\_

Number of employees in the organization: \_\_\_\_\_

Addresses of locations applied for: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



|   |                 |          |
|---|-----------------|----------|
| 8. If an agent will provide services related to the operation of the site licence, please identify: |                 |          |
| Legal Name of Agent:  |                 |          |
| Business Address:   |                 |          |
| Incorporated Under the Laws of:   | Province/State: | Country: |
| Date Incorporated (dd mmm, yyyy):   |                 |          |
| Telephone:  |                 | Fax:     |
| E-mail:   |                 |          |
| Web Site:   |                 |          |
| Responsibilities of/Services to be Provided by Agent under Site Licence Agreement:                  |                 |          |

**Declaration**

I declare that I have the authority to sign this declaration on behalf of the applicant, and I declare that the information that I have supplied is true and accurate to the best of my knowledge, and that any revisions to the information provided above will be immediately provided in writing to the CHS licensing representative.

Signature: \_\_\_\_\_ Date (dd mmm, yyyy): \_\_\_\_\_

If the applicant is a student, co-signing by a permanent faculty member is required:

Signature of permanent faculty member: \_\_\_\_\_  
 Academic Institution: \_\_\_\_\_  
 Name (please print): \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone (dd mmm, yyyy) \_\_\_\_\_  
 E-Mail: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Please send completed form via fax, e-mail or post to your regional office or:**

Canadian Hydrographic Service  
 615 Booth Street  
 Ottawa, ON K1A 0E6  
 Attention: Intellectual Property and Licensing Fax: 613-947-4369 Email: chsinfo@dfo-mpo.gc.ca

Regional office contact information: [charts.gc.ca/help-aide/contact-eng.asp](http://charts.gc.ca/help-aide/contact-eng.asp)

