



# Affiliate application with the Federation for the Humanities and Social Sciences

\*required field

## Section A: General

Organization name (English): \_\_\_\_\_

Organization name (French): \_\_\_\_\_

Acronym (English): \_\_\_\_\_ Acronym (French)\*: \_\_\_\_\_ Year established: \_\_\_\_\_

*\*Only provide official organization names and acronyms used on the organization website (i.e. if there is no official French version of the organization name, omit this field).*

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

Twitter: \_\_\_\_\_

Facebook: \_\_\_\_\_

LinkedIn: \_\_\_\_\_

Instagram: \_\_\_\_\_

YouTube: \_\_\_\_\_

Objectives or purpose: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Section B: President and key contacts

Please fill in contact information for each of these positions OR attach a separate list to this application form. For any positions that are not applicable, leave the fields blank.

### President\*

*The president of the organization will be the main contact to the Federation.*

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*: \_\_\_\_\_

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

Job title: \_\_\_\_\_  
\_\_\_\_\_

Department/Faculty: \_\_\_\_\_  
\_\_\_\_\_

Organization/Institution: \_\_\_\_\_  
\_\_\_\_\_

Mailing address\*: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Is this a work or home address? \_\_\_\_\_  
\_\_\_\_\_



### Primary administrative contact\*

*Receives a copy of all communications the Federation sends to its affiliates.*

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*: \_\_\_\_\_

Email\*:

\_\_\_\_\_

Job title:

\_\_\_\_\_

Department/Faculty:

\_\_\_\_\_

Organization/Institution:

\_\_\_\_\_

Mailing address\*:

\_\_\_\_\_

Telephone: \_\_\_\_\_ Is this a work or home address?

\_\_\_\_\_

### Billing contact\*

*Receives Federation invoices.*

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:

\_\_\_\_\_

Email\*:

\_\_\_\_\_

Job title:

\_\_\_\_\_

Department/Faculty:

\_\_\_\_\_

Organization/Institution:

\_\_\_\_\_

Mailing address\*:

\_\_\_\_\_

Telephone: \_\_\_\_\_ Is this a work or home address?

\_\_\_\_\_

### Communications contact (recommended)

*Coordinates with Federation team to disseminate information.*

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:

\_\_\_\_\_

Email\*:

\_\_\_\_\_

Job title:

\_\_\_\_\_

Department/Faculty:

\_\_\_\_\_



Organization/Institution:

Mailing address\*:

Telephone: \_\_\_\_\_ Is this a work or home address?

### Executive Director (optional)

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:

Email\*:

Job title:

Department/Faculty:

Organization/Institution:

Mailing address\*:

Telephone: \_\_\_\_\_ Is this a work or home address?

### Vice-President (optional)

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:

Email\*:

Job title:

Department/Faculty:

Organization/Institution:

Mailing address\*:

Telephone: \_\_\_\_\_ Is this a work or home address?

### Other contact (optional)

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:



Email\*:

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Job title:

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Department/Faculty:

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Organization/Institution:

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Mailing address\*:

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Telephone: \_\_\_\_\_ Is this a work or home address?

---

### Other contact (optional)

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:

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Email\*:

---

Job title:

---

Department/Faculty:

---

Organization/Institution:

---

Mailing address\*:

---

Telephone: \_\_\_\_\_ Is this a work or home address?

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### Other contact (optional)

Salutation: \_\_\_\_\_ First name\*: \_\_\_\_\_ Last name\*:

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Email\*:

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Job title:

---

Department/Faculty:

---

Organization/Institution:

---

Mailing address\*:

---



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

Is this a work or home address?

### Section C: Eligibility

Please indicate whether the organization meets each of these affiliate criteria:

- supports the vision, mission and goals of the Federation
- has a program of activities related to the promotion of humanities and/or social science content relating to the objectives of the Federation
- accepts the by-laws of the Federation, subject to regular amendment procedures
- agrees to pay affiliate fees as set by the Federation Board of Directors
- is not otherwise eligible for Federation membership as an institution or scholarly association

### Section D: Supporting documentation

Please attach copies of the following to this application:

- the last annual report
- list of current officers and members of governing board
- constitution, charter or letters patent
- evidence of non-profit status, if applicable

### Section E: Federation's affiliate fees

The Federation affiliate fee for the year 2021 is \$400 plus taxes and the billing cycle is from January 1<sup>st</sup> to December 31<sup>st</sup>. Fees are subject to change.

### Section F: Agreement statement

Please sign this application, and return it along with supporting documentation to the Federation.

The organization \_\_\_\_\_ agrees to:

- become an affiliate of the Federation for the Humanities and Social Sciences
- pay the annual Federation for the Humanities and Social Sciences affiliate fees
- ensure that the Federation for the Humanities and Social Sciences has up-to-date contact information for the organization's key contacts

I understand that this is not an application for membership to the Federation. I certify that the information provided in this application is accurate to the best of my knowledge and that I am authorized to submit this application of behalf of the organization.

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

Name (print): \_\_\_\_\_

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



Job title: \_\_\_\_\_

Organization: \_\_\_\_\_

Mailing address\*: \_\_\_\_\_

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

**Please send completed form and requested documents to:**

Federation for the Humanities and Social Sciences

141 Laurier Ave W, Suite 200

Ottawa, ON K1P 5J3

Tel: 613-238-6112

Fax: 613-238-6114

E-mail: [membership@federationhss.ca](mailto:membership@federationhss.ca)

[www.federationhss.ca](http://www.federationhss.ca)

Please note: All affiliate applications must be approved by the Federation Board of Directors. The first invoice for affiliate fees will be sent after the application has been approved.