

Organization _____ Main contact _____

Mailing address _____
 Street address City Province Postal code

Email address _____ Phone number _____

Step 1: Choose the two-week period you would like your screen to appear.
 The Rec and Culture Network screens are updated every 2nd Tuesday and **will be accommodated subject to demand**. Your screen will be posted for a maximum of two weeks.

2022	<input type="checkbox"/> Mar 8 – Mar 21	<input type="checkbox"/> June 14 – June 27	<input type="checkbox"/> Sept 22 – Oct 3
<input type="checkbox"/> Dec 28 – Jan 10	<input type="checkbox"/> Mar 22 – April 4	<input type="checkbox"/> June 28 - July 11	<input type="checkbox"/> Oct 4 – Oct 17
<input type="checkbox"/> Jan 11 – Jan 24	<input type="checkbox"/> April 5 – April 18	<input type="checkbox"/> July 12 – July 25	<input type="checkbox"/> Oct 18 – Oct 31
<input type="checkbox"/> Jan 25 – Feb 7	<input type="checkbox"/> April 19 – May 2	<input type="checkbox"/> July 26 – Aug 8	<input type="checkbox"/> Nov 1 – Nov 14
<input type="checkbox"/> Feb 8 – Feb 21	<input type="checkbox"/> May 3 – May 16	<input type="checkbox"/> Aug 9 – Aug 22	<input type="checkbox"/> Nov 15 – Nov 28
<input type="checkbox"/> Feb 22 – Mar 7	<input type="checkbox"/> May 17 – May 30	<input type="checkbox"/> Aug 23 – Sept 5	<input type="checkbox"/> Nov 29 – Dec 12
	<input type="checkbox"/> May 31 – June 13	<input type="checkbox"/> Sept 6 – Sept 19	<input type="checkbox"/> Dec 13 – Dec 26

- Step 2:** Design your screen.
- All screens are subject to review and approval by Strathcona County prior to posting.
 - Guidelines for the screens can be found at: www.strathcona.ca/rcnetwork
 - Files must be provided as follows:
 - Image: JPEG format, 1920 x 1080 pixels. The tv screens are 55”.
 - Video: MP4 format, 1920 x 1080 pixels, no sound
 - All screens must be provided to Strathcona County at least 2 weeks prior to the first booking date

Description of screen: _____
 (E.g. Tournament hosted at Millennium Place in October, register today)

Step 3: Payment. Fees for the Digital Advertisement bookings have temporarily been waived to promote COVID community recovery.

Step 4: Please submit a copy of your completed request form to rcnetwork@strathcona.ca.

Collection and Use of Personal Information

Personal information is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be used to manage and administer The Rec and Culture Network – digital advertising program. If you have any questions about the collection, use or disclosure of this information, contact the Manager, Finance & Business Operations, Recreation, Parks and Culture, Strathcona County at 780-467-2211.