



Please note, this program is only available for members of Sport NB.

Official Languages Program	
<b>Organization information and main point of contact</b>	
Organization:	
Contact Person:	
Address:	Postal Code:
Telephone:	Email:
<b>Translation and Proofreading Services</b>	
Type of services requested: <input type="checkbox"/> English to French Translation <input type="checkbox"/> French to English Translation	<input type="checkbox"/> Proofreading
Date required by:	Time of day required by:
Type of document: <input type="checkbox"/> Foundational document (Constitution/Bylaws/Policies/Meeting minutes) <input type="checkbox"/> Promotional materials (Newsletter/Brochure/Event program) <input type="checkbox"/> Press-release/Media advisory <input type="checkbox"/> Other, please specify:	Document Format: <input type="checkbox"/> Word <input type="checkbox"/> PowerPoint
Name of document:	
Number of words to be translated:	
Other information to share with service provider:	
<b>Simultaneous Translation Services (Interpretation)</b>	
Financial assistance will be considered for simultaneous translation at sport and recreation events that are provincial in scope and hosted by Sport NB members.	
Name of Service/Interpretation Provider: Please include a quote with this application form.	
Event Type: # of Attendees expected: Duration of event:	Amount Requested: \$ (Maximum \$3,000 per event). Until allocated budget is fully spent.
Submit request for funding to Sport NB at: <a href="mailto:translation@sportnb.com">translation@sportnb.com</a>	
<b>For internal use only</b>	
Approval check list: <input type="checkbox"/> Event is provincial in scope. <input type="checkbox"/> Event has taken place. <input type="checkbox"/> Quote is included with application. <input type="checkbox"/> Funding is still available.	
Program Coordinator sign-off:	
Approved for payment by:	
Cheque #:	Payment date: