



Application Package

**For Full Membership
Option 2**



(Adopted by Council December 12, 2011)

Application Procedures

1. Applicants should carefully read all material provided with this application.
2. Please complete the application and submit with required documentation and fees.
3. Submit your completed application form, required documentation, professional advisor's signed consent form and non-refundable application fee to:

Ontario Association of Landscape Architects
3 Church Street, Suite 506
Toronto, ON M5E 1M2
Attention: Registrar
Email: registrar@oala.ca

4. The Examining Board will act on applications for membership at their first regular meeting following receipt of the complete application. Incomplete applications will not be considered. Candidates who are accepted for membership will be notified in writing by the Association upon approval of the Examining Board's recommendations by Council.

Online Full Membership * Application for Candidates from an Equivalent Provincially Regulated Canadian Jurisdiction - Option 2

(approved by Council, December 12, 2011) pages 1-16

A) GENERAL

The Online Full Membership Application of the Ontario Association of Landscape Architects facilitates membership of full members who have been practicing landscape architecture from an equivalent provincially regulated Canadian jurisdiction.

Such full members may be employed in general practice on their own, with another landscape architecture practice, or in a multi-disciplinary firm, or they may be an educator, an administrator, or a researcher. Any and all facets of landscape architecture endeavor will be considered.

The Online Full Membership Application is the process for entrance of candidates applying under OALA's Membership Candidacy Option 2, who are "Candidates with equivalent membership in an equivalent provincially regulated Canadian jurisdiction."

The Online Full Membership Application will be available on the OALA website, and reviewed by a Panel of Examiners appointed by the OALA governing Council.

If the candidate currently has possession of a membership seal through his or her home jurisdiction, the Panel of Examiners will recommend acceptance for full membership with custody and use of the Association seal.

Candidates will be asked to sign an affidavit agreeing that they will not practice outside their level of competence, and they will abide by the rules and regulations of the Ontario Association of Landscape Architects.

*** In British Columbia - Registered Landscape Architect.**

B) REQUIREMENTS

The requirements for eligibility for the Online Full Membership Application for Candidates from an Equivalent Provincially Regulated Canadian Jurisdiction - Option 2 are:

1. Submit a completed on-line application with the required documentation and fees as outlined on the application form.
2. Provide a letter of good standing from the home jurisdiction where they are a full member;
3. Complete the Independent Study Course on Ontario legislation and professional practice;
4. Complete the OALA Body of Knowledge profile, Appendix A;
5. Read and endorse the OALA Code of Ethics and OALA Bylaws; and
6. Sign an affidavit agreeing to not practice outside their level of competence; and
7. Sign an affidavit agreeing to abide by the rules and regulations of the Ontario Association of Landscape Architects.

C) CONCLUSION

Upon completion of the Online Application and delivery of all the documents required, the Panel of Examiners will review the Application and make a recommendation to OALA Council. Where the Panel of Examiners is recommending the candidate be granted full membership, the Panel of Examiners will recommend to OALA Council, acceptance for full membership with custody and use of the Association seal if the candidate currently has possession of a membership seal through his or her home jurisdiction. If the candidate does not have a seal through his or her home jurisdiction, he or she will be given full membership without custody and use of the Association seal.

The applicant will be notified of the OALA Council's decision in writing.

D) FEES

The application and processing fee shall be **\$1,500**, and the Panel of Examiners shall determine if the application is complete and that credentials are recognized by the OALA.

Appendix A: OALA Body of Knowledge Profile

To be completed by Full Membership Applicant from another Regulated Canadian Jurisdiction.

Body of Knowledge Profile Checklist:

	High	Medium	Low
Legal and administrative Issues			
Basic construction law			
Construction contracts			
Professional liability issues			
Ethical standards			
Analysis			
Behavioral factors relating to design			
Psychological and sensory implications of landscape design			
Natural site conditions and ecosystems			
Resource preservation			
Flood plain management principles			
Topography			
Hydrology			
Soils			
Design Issues			
Basic design principles			
Aesthetic principles of landscape design			
Regional, urban and community planning principles			
Influences of internal and external views on land use and development			
Functional relationships among program elements			
Elements of vehicular and pedestrian circulation systems			
Code requirements and design principles for universal accessibility			
How previous, existing, or potential uses surrounding a site affect land use and development			
Micro and macro climate conditions and systems			
Principles of sustainability			
Characteristics of plant materials (size, shape, texture, colour, etc.)			
Plant materials, including hardiness, moisture requirements, soil requirements etc			

Appendix A, page 2 Body of Knowledge Profile Checklist:

	High	Medium	Low
Construction Methods and Processes			
Construction methods and techniques			
Methods of installation of construction materials			
Principles of grading and drainage			
Factors influencing selection of plant materials			
Documentation and Administration			
Presentation techniques			
Common graphic symbols			
Components of specifications for a project			
Specification types			
Details			
Typical constructions details (e.g. materials fasteners, finishes, assemblies)			
Site construction materials, including availability, costs, basic characteristics and applications			
Playground equipment and their design requirements			
Decks, walls and overhead structures			
Structural considerations below grade (e.g. soil bearing, footing foundations systems)			
Structural considerations above grade (e.g. walls, handrails, spans, decking)			
Pavement design and materials			
Structural considerations for small structures			

I certify that the above information is correct.

Name of Applicant: _____

Applicant's Signature: _____

Full Membership Application for Candidates from another Regulated Canadian Jurisdiction - Option 2

A. APPLICANT INFORMATION

Name: _____

Residence Address: _____

City: _____ Province/State: _____ Postal Code: _____

Residence Telephone: _____

Name of Employer /Business: _____

Address: _____

City: _____ Province/State: _____ Postal Code: _____

Business Telephone: _____ E-mail: _____

Email to use for Communication: _____

Address to use for communication: Home Business

Name of the professional organizations you currently belong to:

1. _____	3. _____
2. _____	4. _____

B. EXAMINATION or OTHER PROFESSIONAL QUALIFICATIONS

List any professional registration, certification, previously or currently, or examinations successfully passed

1. _____
2. _____

C. FEES

Application fee attached: \$1,500 _____ (yes)
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INDEPENDENT COURSE OF STUDY ON ONTARIO LEGISLATION AND PROFESSIONAL PRACTICE:

READING LIST

June, 2017

PRIMARY REFERENCE LIST - "A"

All references in List A should be reviewed to complete the OALA Independent Study. These items are considered primary sources. They are strongly recommended as essential reading. Exam candidates should develop a thorough and fundamental understanding of their purpose, when, where and how they apply, and the role and responsibility of the landscape architect in each.

Note: When applying for Full membership in the OALA, applicants may be requested to discuss items on the Primary Reference List with the Examining Board or to present a written summary to confirm an understanding of the main tenets of the information.

Hyperlinks are noted where the information is available online.

Please note that OALA Associate members are responsible for sourcing the most up to date information.

*Please contact the Registrar at the OALA to provide any updates to links or with any questions on the list.
Email: registrar@oala.ca*

1. Ontario Association of Landscape Architects. **OALA Handbook. Ontario Association of Landscape Architects Act**, 1984. (Bill Pr37)
Link to page on OALA.ca website: <http://oala.ca/profession/the-oala-act/>
2. Ontario Association of Landscape Architects. **OALA Handbook. (All Sections)** Toronto, Ontario: Ontario Association of Landscape Architects, 1999.
Link to page on OALA.ca website: <http://oala.ca/oala-handbook/>
3. Taylor, James R., **The Practice of Landscape Architecture in Canada.** Landscape Architecture Canada Foundation, 2006
4. Government of Ontario. **Planning Act.** Toronto, Ontario: Queen's Printer for Ontario, (latest version):
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90p13_e.htm
CA20N YX74 P61 (University of Guelph Library)
5. Government of Ontario, Ontario Ministry of Municipal Affairs, Ministry of Housing, **Provincial Policy Statement**, (latest version):
<http://www.mah.gov.on.ca/Page1485.aspx>
<http://www.mah.gov.on.ca/AssetFactory.aspx?did=10463>
6. Ontario Ministry of Municipal Affairs, Ministry of Housing, **Citizen's Guide to the Land Use Planning**
 - a. **Citizen's Guide to the Land Use Planning System in Ontario. 1. The Planning Act**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - b. **Citizen's Guide to the Land Use Planning System in Ontario. 2. Official Plans**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>

- c. **Citizen's Guide to the Land Use Planning System in Ontario. 3. Zoning By-laws**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - d. **Citizen's Guide to the Land Use Planning System in Ontario. 4. Subdivisions**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - e. **Citizen's Guide to the Land Use Planning System in Ontario. 5. Land Severances**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - f. **Citizen's Guide to the Land Use Planning System in Ontario. 6. Ontario Municipal Board**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - g. **Citizen's Guide to the Land Use Planning System in Ontario. 7. Northern Ontario**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - h. **Citizen's Guide to the Land Use Planning System in Ontario. 8. Building Permits**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - i. **Citizen's Guide to the Land Use Planning System in Ontario. 9. The Plan Review and Approval Process**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
 - j. **Citizen's Guide to the Land Use Planning System in Ontario. 10. Making Mediation Work for You**, (latest version)
<http://www.mah.gov.on.ca/Page338.aspx>
7. Ministry of Municipal Affairs and Housing: Research and Special Projects Branch. **An Introduction to Community Planning**. Toronto, Ontario: Ministry of Municipal Affairs, 1985.
 8. Ontario Association of Landscape Architects, **Guides to Engaging a Landscape Architect**.
 - a. **Part 1: OALA Guide to Landscape Architectural Services**
<http://oala.ca/engaging-a-landscape-architect/>
 - b. **Part 2: OALA Fee Guide for Landscape Architectural Services**
<http://oala.ca/engaging-a-landscape-architect/>
 9. The Royal Architectural Institute of Canada. **Canadian Standard Form of Agreement Between Client and Architect**. (latest version):
<https://raic.org/raic/contract-documents>
 10. Royal Architectural Institute of Canada. **Canadian Standard Form of Agreement Between Architect and Consultant** (latest version):
<https://raic.org/raic/canadian-standard-form-contract-between-architect-and-consultant-document-nine>
 11. **Ontario Building Code**, (latest version)
Building Code Act, 1992 (amended most years – use latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_92b23_e.htm
 12. Government of Ontario, **Laws and Statutes**:
 - a) **Conservation Authorities Act, 1996**. (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90c27_e.htm

- b) **Environmental Assessment Act and Regulations, 1997.** (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90e18_e.htm
 - c) **Aggregate Resource Act and Regulations, 1990.** (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90a08_e.htm
 - d) **Provincial Parks Act, 2006.** (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_06p12_e.htm
 - e) **Bill 112-3 Building Code Act, 1992.** (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_92b23_e.htm
 - f) **Construction Lien Act and Regulations, 1997.** (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90c30_e.htm
 - g) **Wilderness Areas Act and Regulations, 1990.** (latest version)
http://www.elaws.gov.on.ca/html/statutes/english/elaws_statutes_90w08_e.htm
13. Ontario Architects Association, Insurance Guides:
- a. **A Guide to Construction Insurance.**
http://www.oaa.on.ca/images/docs/1304351580_1.2.1.pdf
 - b. **A Guide to Construction Surety Bonds.**
http://www.oaa.on.ca/images/docs/1304356013_2.3.9.pdf
14. Council of Landscape Architectural Registration Boards (CLARB), **Recommended Reading list for LAREs** (latest version):
<http://www.clarb.org/take-the-exam/prepare-for-the-exam/recommended-reading>
NOTE: The OALA library holds copies of all available CLARB recommended readings. Please visit the OALA library or contact the coordinator to check on availability (coordinator@oala.ca)

INDEPENDENT COURSE OF STUDY ON ONTARIO LEGISLATION AND PROFESSIONAL PRACTICE: READING LIST

SECONDARY REFERENCE LIST - "B"

These items are secondary references. They are recommended to candidates who wish to further develop and expand their knowledge and understanding of Reference List 'A' topics. At a minimum, candidates should be aware of the general purpose and usefulness of each item on this list.

1. Government of Ontario. **Development Charges Act and Regulations**, 1997 (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_97d27_e.htm
2. Government of Canada, Fisheries and Oceans Canada. **Projects Near Water**, (latest version)
<http://www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html>
3. Ontario Stone, Sand & Gravel Association. **Materials Reference Guide**
<http://www.ontariossga.com/publications.htm>
4. Ontario Provincial Standards for Roads and Public Works (OPS), **Ontario Provincial Standards**,
<http://www.ops.on.ca/>
CA20N DT 0561 (University of Guelph Library)
5. Ontario Ministry of Transportation, **Drainage Management Information for highways**
<http://www.mto.gov.on.ca/english/publications/drainage-management.shtml>
6. Ontario Ministry of Transportation, R.A.Q.S., **Qualification Forms, Guides & Procedures**
<https://www.raqs.merx.com/public/main/guideAndProcedures.jsf>
7. Various Sources: **Soil Classifications and Information:**
 - a. Ontario Ministry of Agriculture, Food and Rural Affairs, **Soils Ontario:**
http://www.omafra.gov.on.ca/english/landuse/gis/soils_ont.htm
 - b. Ministry of Transportation and Communication, **Soil Classification Manual (1983)**
Available at University of Toronto Libraries
 - c. Agriculture Canada, NRC, The Canadian System of Soil Classification (1998):
<http://sis.agr.gc.ca/cansis/publications/manuals/1998-cssc-ed3/index.html>
 - d. Ontario Ministry of the Environment, **Management of Excess Soil, Guide to Best Practices**
<https://www.ontario.ca/page/management-excess-soil-guide-best-management-practices>
8. Meier, Hans W. **Construction Specifications Handbook, 4th Edition**. Englewood Cliffs, N. J.:
Prentice-Hall Inc., 1996
692.3 M24 1989 (Toronto Reference Library)
9. Construction Specifications Canada. Various Construction Specification Documents:
<https://secure.spex.ca/>
10. Canadian Standards Association. **Barrier-Free Design** (CAN/CSA-B651-M90). Toronto, Ontario:
Canadian Standards Association, 1990.
NA2545 A1C35X 1990 (University of Waterloo Library)
11. Ontario Accessibility (AODA), **Accessibility Standards Resources:**

<https://accessontario.com/aoda/resources/>

- a. AODA, **The Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces**

<http://gaates.org/DOPS/default.php>

12. Ontario Ministry of Municipal Affairs, Ministry of Housing, **Planning for Barrier-Free Municipalities** (latest version)
<http://www.mah.gov.on.ca/Page1290.aspx>
13. Canadian Standards Association. **Technical Drawings - General Principles**. Toronto, Ontario: Canadian Standards Association, 1983.
14. Canadian Standards Association. **Abbreviations for Scientific and Engineering Terms**. Toronto, Ontario: Canadian Standards Association, 1983.
15. Canadian Standards Association. **Canadian Metric Practice Guide**. Toronto, Ontario: Canadian Standards Association, 1979.
CA6 SA 79C15 (University of Guelph Library)
16. Canadian General Standards Board. **CGSB Standards Services**.
<https://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/programme-program/normes-standards/index-eng.html>
17. Landscape Canada / Canadian Nursery Trades Association. **Canadian Standards for Nursery Stock**. Mississauga, Ontario: Landscape Canada, 1992.
<http://canadanursery.com/Page.asp?PageID=924&SiteNodeID=119>
18. Canadian Nursery Landscape Association, **Canadian Nursery Standard**
<http://www.csla-aapc.ca/standard>
Note: one copy available to review at OALA office – cannot be taken out of library
19. **Ontario Occupational Health and Safety Act**, (latest version)
http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o01_e.htm
20. The Ontario Aggregate Resources Commission. **Pit & Quarry Rehabilitation Publications**. March 2010-03-25
http://www.toarc.com/publications_rehabilitation.asp
21. Hilditch, Tom W. et al. **Rehabilitation of Pits and Quarries for Forest Production**. Ministry of Natural Resources, 1988.
<http://www.toarc.com/pdfs/forest.pdf>
22. Michalski, M. F. P. et al. **Rehabilitation of Pits and Quarries for Fish and Wildlife**. Ministry of Natural Resources, 1987.
Available at the Toronto Reference Library
23. Ontario Stone and Gravel Association, **Rehabilitation of Pits and Quarries**, [2010]
<https://www.ossqa.com/multimedia/9/rehabilitation2010.pdf>
24. Yundt, S.E., Augaitis, D.B. **From Pits to Playgrounds**. Ministry of Natural Resources, 1992.
Available at the Toronto Reference Library

25. Ontario Ministry of Natural Resources and Forestry, **Aggregate Resources:**
<https://www.ontario.ca/page/aggregate-resources>
26. Toronto Region Conservation Authority (TRCA), **Preserving and Restoring Healthy Soil** (2012)
Available to download through CCVC website.
27. Ontario Ministry of Children and Youth Services. **Planning & Design Guidelines for Child Care Centres.** January 2006.
<http://www.childcarecanada.org/documents/research-policy-practice/06/07/planning-and-design-guidelines-child-care-centres> or
http://www.edu.gov.on.ca/eng/parents/planning_and_design.pdf
28. Children's Services, City of Toronto, **Child Care Design & Technical Guideline,**
http://www1.toronto.ca/city_of_toronto/childrens_services/files/pdf/childcaredesign.pdf
29. Canadian Standards Association (CSA), **Canadian Playground Standard:**
<http://shop.csa.ca/en/canada/injury-prevention/canca-z614-14/inv/27019532014>
30. Ministry of Municipal Affairs, Ministry of Housing. **Protecting the Greenbelt: The Greenbelt Plan.**
The Queen's Printer 2005. Accessed March 25, 2010
<http://www.mah.gov.on.ca/Page189.aspx#greenbelt>
31. Ontario Niagara Escarpment Commission. **The Niagara Escarpment Plan.** Toronto, Ontario: The Queen's Printer, 2005. Accessed March 25, 2010 – updated June 2017
<https://www.escarpment.org/LandPlanning/NEP>
32. Environment Canada. **Beyond Islands of Green; A Primer for Using Conservation Science to Select and Design Community-based Nature Reserves.** Minister of Public Works and Government Services Canada, 2005
<http://publications.gc.ca/site/eng/283450/publication.html>
33. Environment Canada. **How Much Habitat is Enough? A Framework for Guiding Habitat Rehabilitation in Great Lakes Areas of Concern (Second Edition).** Minister of Public Works and Government Services Canada, 2013
<https://www.ec.gc.ca/nature/default.asp?lang=En&n=E33B007C-1>
34. Environment Canada. **Working around Wetlands? What you should know.** Minister of Public Works and Government Services Canada, 1997
http://www.natureindeed.com/PDFs/Working_around_wetlands.pdf
35. Environment Canada. **Area-Sensitive Forest Birds in Urban Areas,** a report of the Canadian Wildlife Service – Ontario (2006)
http://publications.gc.ca/collections/collection_2009/ec/CW66-260-2006E.pdf
36. Ministry of the Environment. **Stormwater Management Practices Planning and Design Manual.**
Toronto, Ontario: The Queen's Printer for Ontario, 2003.
<https://www.ontario.ca/document/stormwater-management-planning-and-design-manual>
37. Toronto Region Conservation Authority (TRCA), **Erosion and Sediment Control Guideline –**

{December 2006}

<http://www.trca.on.ca/dotAsset/40035.pdf>

38. Riley, John L. and Pat Mohr. **The Natural Heritage of Southern Ontario's Settled Landscapes.** Toronto, Ontario: Ministry of Natural Resources / Queen's Printer for Ontario, 1994.
CA20N NR 94N13 (University of Waterloo Library)
39. Marshal Macklin Monahan, **Design, Signage and Maintenance Guidelines: Waterfront Trail,** Waterfront Regeneration Trust, 2007
<https://www.waterfronttrail.org/publications#design-signage-and-maintenance-guidelines-waterfront-trail-2007-update>
40. **Waterfront Toronto** (public advocate and steward of waterfront revitalization) website
<http://www.waterfronttoronto.ca/nbe/portal/waterfront/Home>
41. Oak Ridges Moraine Technical Working Committee, Ontario Ministry of Natural Resources. **The Oak Ridges Moraine Area Strategy for the Greater Toronto Area: An Ecological Approach to the Protection and Management of the Oak Ridges Moraine.** Toronto: The Queen's Printer, 1994.
42. Ministry of Municipal Affairs and Housing, **Oak Ridges Moraine Conservation Act (2001) and Plan (2002) – updated 2017 includes:**
The [Greenbelt Plan \(2017\)](#) includes lands within, and builds upon the ecological protections provided by the [Oak Ridges Moraine Conservation Plan \(2017\)](#), as well as the [Niagara Escarpment Plan \(2017\)](#).
<http://www.mah.gov.on.ca/Page322.aspx>
43. Taylor, Mark E. and Associates. **Constructed Wetlands for Stormwater Management.** Toronto, Ontario: The Queen's Printer, 1992.
http://agrienvarchive.ca/download/construct_wetlands_stormwat_biblio92.pdf

CA20N EV100 92C58 (University of Guelph Library)
44. Credit Valley Conservation Authority, **Low Impact Development Stormwater Management Planning and Design Guide** (latest version)
<http://www.creditvalleyca.ca/low-impact-development/low-impact-development-support/stormwater-management-lid-guidance-documents/low-impact-development-stormwater-management-planning-and-design-guide/>
45. Ontario Ministry of Natural Resources and Forestry, **Species at Risk**, list and other resources:
<https://www.ontario.ca/page/species-risk>
46. City of Toronto, City Planning Division, **Biodiversity in the City Series:**
<http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=766a036318061410VgnVCM10000071d60f89RCRD>
Note: PDFs available online. Hard copies available at Toronto Public Libraries.
47. Ontario Ministry of the Environment and Climate Change (MOECC), **Government of Ontario Climate Change Action Plan** (latest version)
<https://www.ontario.ca/page/climate-change-action-plan>

48. Ontario Ministry of the Environment and Climate Change (MOECC), **information on various policies and programs**, e.g. Great Lakes Protection, Environmental Assessments, source protection, brownfields, etc.
<https://www.ontario.ca/page/ministry-environment-and-climate-change>
49. City of Toronto, **Green Roof Bylaw and Green Roof Construction Standards and Design Guidelines** (latest version)
<http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=3a7a036318061410VgnVCM10000071d60f89RCRD>
50. Conservation Ontario, **Fact Sheets and Information:**
<http://conservationontario.ca/library>
51. **OALA Study Manual For the LARE** by LeAnn Whitehouse Seely, OALA, 2005
<http://www.oala.on.ca/>
Note: this study manual was created for an earlier version of the Exams but some information may still be useful.

AFFIDAVIT BY CANDIDATE

I hereby certify that I have read and endorse the OALA Code of Ethics and OALA Bylaws; I agree that I will not practice outside my level of competence; I will abide by the rules and regulations of the Ontario Association of Landscape Architects; and I have completed the requirements for the Independent Course of Study on Ontario Legislation & Profession Practice.

Applicant's Signature

Date



**OALA MEMBERSHIP CERTIFICATE
AND PROFESSIONAL SEAL**

I hereby apply for enrollment as a full member of the Ontario Association of Landscape Architects and for a certificate of membership and professional stamp describing me as follows:

_____ (Please print your name as you wish it to appear on the certificate)

_____ (Please print your name as you wish it to appear on the seal)

Home address is (please print): _____

Business address and employer are: _____

Telephone: _____

E-mail: _____

Website: _____

I wish correspondence to be addressed to: My home address
 My business address

I undertake to forthwith provide you with any change in either my home or business address. I acknowledge that the certificate of membership and professional stamp, will remain the Association's property and I agree to return them forthwith upon demand and without demand should my membership be terminated or suspended.

I undertake to employ the certificate and stamp only in accordance with the rules and regulations of the Association and for no improper purpose.

SIGNATURE OF APPLICANT: _____

DATE: _____



Please complete with Application: *Consent to communicate*

Canada's new anti-spam legislation ("CASL") came into effect July 2014 and regulates the distribution of commercial electronic messages ("CEM"). The new legislation requires that we obtain your **EXPRESS CONSENT** to enable us to send you CEM relating to OALA's news, programs, and events via e-mail. With your application, kindly include this signed page to ensure the OALA can continue to update you by email.

The Association currently sends out communication pieces to our database of members, suppliers, sponsors and partners. The pieces can include, but are not limited to, the following:

- Membership standing
- OALA E-newsletter
- Invitations to events and opportunities
- Meetings
- Issues of relevance to members
- Thank you emails
- Sponsorship requests

Name: _____ Date: _____

I consent to receiving all messages from OALA and acknowledge that I can withdraw my consent at any time by writing to registrar@oala.ca .

I withdraw to receiving any e-mail communication from the OALA.

Thank you.

Ontario Association of Landscape Architects
3 Church Street, Suite 506
Toronto, Ontario M5E 1M2

Contact email: registrar@oala.ca