

REQUEST FOR PROVINCIAL REBATE FORM

To be submitted to:

Membership Services
Ontario Principals' Council
Email: membership@principals.ca
or
Fax: 1-866-445-9249

Name of District: _____ District No. _____

Rebate to be made payable to (District): _____

OPC Member Name: _____

School Address: _____

Please prepare the OPC provincial rebate for the year _____. It is understood that this rebate will be payable in two installments, subject to the requirements of the Local Rebates Policy, the first based on the OPC's records on October 31. The second installment of the rebate will be paid based on the OPC's records on February 28.

Note: Rebates will only be released after the District's membership list is received and verified by the OPC.

Attached are the following documents:

- A financial statement for the previous year (September 1 to August 31) showing the rebate amount disbursement and the OPC Student Award fund using the provided [Rebate Financial Statements Template.xlsx](#)
- A list of the OPC District Executive
- The most recent OPC District Constitution
- A comprehensive up to date list of OPC principals and vice-principals in the District including first and last name (name as it appears in the OPC Membership database), position, school (with address and phone number), board email address, and note any status changes such as retirement/resignation.
- A signed copy of the latest Terms & Conditions Agreement for principals and vice-principals within the OPC District

Approved by District President/Chair (full name): _____

Submitted by (name & title if different from above): _____

Date: _____