

## SAMPLE ACCEPTANCE LETTER TEMPLATE

*Choose only one of A. B. or C., which ever situation applies to you. Please provide a street mailing address, P.O. Boxes will not be accepted. The acceptance letter should be typed out on your letterhead in the following manner:*

Date:

To: MuchFACT - A Foundation to Assist Canadian Talent  
299 Queen Street West  
Toronto, Ontario M5V 2Z5

We, (name of company or individual) accept the MuchFACT award of \$ (amount) which will be invested in and applied towards production for ("Title of Song/or Project") for (Name of Band). We accept the award with the conditions specified in your offer letter issued on (date of MuchFACT's offer letter).

We understand that the music video is to be produced according to the information submitted with our application.

We plan to begin production on (date of production start) and agree to have the music video completed within ninety days of your offer letter. We understand that should any reasonable delay occur, we will notify MuchFACT in writing and MuchFACT may, at its sole discretion, decide to extend the date of completion.

- A. The **incorporated** company that will be signing the award agreement is as follows:  
(name of company, HST, GST and or QST number, employee name, address, phone number and email). It is a (choose either federally or provincially) incorporated company.
- B. The **registered** company that will be signing the award agreement is as follows:  
(name of company, HST, GST and or QST number, address, phone number and email). The company is registered in (name of province). The following are the full names and birth dates of the persons carrying on business under the company name: (legal names, and birth dates).
- C. The **individual** that will be signing the award agreement is as follows:  
(legal name, address, phone number, email, and birth date).

Please email a PDF attachment to [naz.etessam@bellmedia.ca](mailto:naz.etessam@bellmedia.ca)