



Arts Development Service  
625 Fisgard Street, PO Box 1000  
Victoria, BC, Canada V8W 2S6

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Chris Coates  
City Clerk  
Victoria City Hall  
1 Centennial Square  
Victoria, BC, V8W 1P6

March 22, 2018

Dear Mr. Coates:

The CRD would like to request your Council's appointments to the CRD Finance Committee's **Royal McPherson Theatre Society Advisory Committee**.

Two Victoria Municipal Council Representatives are required, each for a one year term commencing from the date of appointment.

Please notify this office of your Council's two appointees as soon as possible to enable the CRD Board appointments. Information can be emailed to [hheywood@crd.bc.ca](mailto:hheywood@crd.bc.ca). Please provide full contact information for each appointee, including mailing address, email and telephone number.

If you have any questions regarding the above, please contact me at 250-360-3215.

Sincerely,

A handwritten signature in cursive script that reads 'H Heywood'.

Heather Heywood  
Administrative Assistant  
CRD Arts Development Service

