September 19, 2014

Dear Association Officer,

RE: 2014/2015 TERM
NOTICE OF APPOINTMENT OF YOUR REPRESENTATIVE TO
THE CANADIAN NATIONAL EXHIBITION ASSOCIATION MEMBERSHIP

The CNEA 2014 AGM
The Annual General Meeting of the Canadian National Exhibition Association (CNEA) is coming up:

➢ Venue: Presentation Theatre
➢ Location: Direct Energy Centre, Exhibition Place
➢ Date: Thursday, October 23, 2014
➢ Time: 10:30 a.m. (*light lunch served after the AGM)

Last year your organization appointed a representative to the CNEA Association to be a part of our membership.

Board of Directors
Each member, appointed by organizations like yours, of the CNEA is eligible to nominate or be nominated as a Director of the CNEA Board of Directors (except those in the Municipal Section as indicated in CNEA By-Law Section 7.1 who are automatically appointed).

Benefits
As an Association of the CNE membership, your representative can help shape the future of the CNE and ensure it continues to be a successful event!

Your member is able to:
• provide feedback on the CNE event
• run as a Director on the CNEA Board
• join one of various CNEA committees
• or choose to simply be a member and attend the two annual meetings.

CNEA Members’ Credentials
As well, your appointment to the CNEA may receive two 18 day admission tickets to the CNE during their term as your Association representative (dependent on annual approval by the CNEA Board of Directors).

CNEA Members’ Booth
As an Association member your organization is able to sign up to showcase your organization free of charge during the 2015 Canadian National Exhibition fair at the CNEA Membership booth, (the booth is dependent on sufficient demand by members).
Annual Meetings & Members Attendance
There are two general meetings a year for members - the Annual Financial Meeting, usually hosted in May, and the Annual General Meeting, usually hosted in October.

The CNEA By-Law Section 6, Article VI, Section 6.6 states:
Every organization's representative appointed by an association, society or other body is expected to attend in person the Annual Meeting, Financial Meeting, and any Special Meeting of the Association. If an organization's representative fails to attend at least one-half of the meetings over a two-year period, the place of such Member may be deemed vacant, and the association, society or other body must submit a letter of explanation to the Corporate Secretary for consideration by the Executive Committee who will determine whether the association, society or other body be advised that existing representative remain on the CNEA or be requested to appoint a new representative.

Completing the Attached Form
I would ask that you indicate on the enclosed form the name of the CNEA representative appointed by your organization.

The term of this appointment, in accordance with the CNEA by-laws, will commence on the date of the Annual Meeting (October 23, 2014).

The form must be signed by an officer of your association and not the representative. If the officer of your association and the representative are the same person, please ensure someone else from your association signs the form.

CNEA By-Law Section 5, Article V, Section 5.8
Notice of Appointment
Notice of the appointment of representatives by the associations, societies, and other bodies appointing Members to the Association, signed by an officer of such body, who is not the proposed representative, shall be given to the Association forthwith after the appointment is made and such Members shall hold office from the time the appointment is received by the Corporate Secretary or stated to be effective until their successors are appointed unless the power of an association, society or other body to appoint a Member pursuant to Section 5(12) of the Act has been cancelled by the Board.

Please have the Notice of Appointment form certified by the proper authority and return it to my attention, not later than Tuesday, September 30th, so that we may notify your representatives of the Annual Meeting and have them sign their appointment form.

In the event that no appointment will be made prior to September 30th, a communication to my office would be appreciated to continue your current representative on our membership or to communicate that your organization opts not to appoint any representative at this time on the CNEA membership.

Yours truly,

Sarah Fink
Corporate Secretary & Government Relations Manager
Encl.
CANADIAN NATIONAL EXHIBITION ASSOCIATION
NOTICE OF APPOINTMENT OF REPRESENTATIVE

Sarah Fink
Corporate Secretary & Government Relations Manager
Canadian National Exhibition Association
Exhibition Place, Press Building, 210 Princes' Boulevard, Toronto, ON M6K 3C3

The following representative was appointed to the Canadian National Exhibition Association for a term commencing on the date of the Annual Meeting of the Association on Thursday, October 23, 2014 (details will be included in the AGM notice) and continuing to the date of the Annual Meeting to be held in the fall of 2015 (usually October), or until such time that a successor is appointed.

APPOINTED REPRESENTATIVE FROM:  

(Please Print)

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<th>Name:</th>
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| Business Address: | * Please Indicate preferred mailing address
| Resident Address: |  
| e-mail: |  
| telephone: ( ) |  
| fax: ( ) |  
| e-mail: |  
| telephone: ( ) |  
| fax: ( ) |  

CERTIFIED BY:  

Association Secretary:  

(Please print)

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DATED this _____ day of ____________, 2014

Personal information contained on this form is collected to be used for internal administrative purposes, to facilitate future communication including e-mail mailings between you and the CNE/CNEA Association including its licensees and assigns and based on your signature at the bottom of this form will be captured in the CNEA Membership contact list and shared with the CNEA Board of Directors, the CNEA Membership and when requested, with the public. Questions about this collection of personal information should be directed to the CNE Corporate Secretariat at 416-263-3021 or sfink@theex.com.

For office use only:  

A copy of this form will be sent to the Member noted above.

Member: Please sign below if you permit the information noted above to be made public.

Print Name:  

Signature:

Canadian National Exhibition Association  Fax to: (416) 263-3850 or email sfink@theex.com