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February 12, 2018

Toronto & East York Community Council
Toronto City Hall
100 Queen St. W. 2nd Floor
Toronto, ON
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To Whom It May Concern:

This letter is a formal request that the *Toronto Craft Beer Festival* event being held June 22-24 at Ontario Place West Island, be deemed an event of Municipal Significance. This is required for TCBF Events Inc. to obtain a Special Occasion Permit for the event.

The 2017 event was a great success, selling out on Saturday. With that in mind, TCBF 2018 has added Sunday to make the event a full three (3) days. The partners of TCBF have a long history of creating and producing successful events including the Downtown Kitchener Ribfest & Craft Beer Show which is celebrating its 15th anniversary this year and draws over 35,000 attendees from across Waterloo Region and the Kingston Ribfest & Craft Beer Show which is celebrating its 6th anniversary this year and draws over 25,000 attendees. Our goal is to continue to make this a unique and significant event in Toronto.

A copy of the Festival's Security & Emergency Response Plan will be forwarded once it's approved by the AGCO.

Best Regards,

A handwritten signature in black ink that reads "Guy Exley". The signature is written in a cursive, flowing style.

Guy Exley
Event Manager