



S.U.C.C.E.S.S.

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Honorary Patron

The Honourable Judith Guichon, OBC
Lieutenant Governor of British Columbia

Patron: Daniel T.T. Chan, B.Sc. and Maggie Ip, M.Ed., LL.D. (hon.)

June 19, 2017

Attention City Clerk
c/o Financial Management Committee
City of Burnaby

Re: Request for Rental Fee Exemption: Annual Health Fair at Bonsor Recreation Complex

Dear Financial Management Committee,

I am writing to request for the rental fee exemption of the Annual Health Fair hosted by S.U.C.C.E.S.S. at the Bonsor Recreation Complex in Burnaby. The goal of the Annual Health Fair is to promote healthy living and improve population health of the community. The event is organized by S.U.C.C.E.S.S. in partnership with the Chinese Canadian Medical Society and Chinese Canadian Dental Society of B.C. S.U.C.C.E.S.S. is a non-profit social service organization supporting newcomers and seniors to get settled and integrated in British Columbia.

The S.U.C.C.E.S.S. Health Fair has been started since 1991 as a response to serve those who are otherwise unable to access information about community health services due to language barrier. Since 2009, the Health Fair has been taking place at Bonsor Recreation Complex, Burnaby every year. The event was well attended by MLA's and Burnaby City Councillors. In fact, Councillor Anne Kang was among some of them.

The event is also supported by approximately 50 volunteers with over 620 hours from the planning phase to implementation of the event. The Health Fair is well liked by the community, attended by an average of 1,200 community residents along with 30 exhibitors participated in the event. It is an important community event in Burnaby as it brings health units and community groups together to share health information including chronic disease management and latest healthy living practices with the community residents in Burnaby.

The Health Fair is a self-funded event mainly through donations from organizing partners and exhibitors. The budgeted expense is projected at \$15,000 which will cover event planning, coordination, advertising, promotion, and facility rental. Currently the facility rental cost at Bonsor Recreation Complex is at \$4,200, which is over 25% of our projected expenditure.

We anticipate funding challenges through donations, and so far we do not have much success in confirming funding support. As such, I am writing to request for the facility rental fee exemption for the upcoming Health Fair which will be held on September 17, 2017. An exemption of the facility rental fees can definitely help relieve our financial hardship in this value adding event in Burnaby.

Attached is a copy of the 2016 Health Fair summary report for your reference. Please feel free to contact me at email: queenie.choo@success.bc.ca or mobile at 604.374.8624 if you have any questions.

I look forward to your favourable considerations in this request.

Yours truly,

Queenie Choo
Chief Executive Officer

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Email: info@success.bc.ca

Please reply to:

Head Office



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BEST PRACTICE



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SINCE 1976