

DELEGATION
2017 JANUARY 30

December 19, 2016

Office of the City Clerk
The City of Burnaby
Burnaby, BC
4949 Canada Way
Burnaby, BC
V5G 1M2

We would like to formally request to appear as a delegation at the Burnaby City Council meeting.

Tourism Burnaby will deliver an update to the meeting attendees on the following:

- The 2016 World Taekwondo Junior Championships
- The 2016 Pat Quinn Classic

The following will be present, with Nancy Small (Executive Director) leading the presentation:

Nancy Small, Executive Director, Tourism Burnaby
Jennifer Scott, Senior Manager, Sport Burnaby

Paul Gallop, Chair, Tourism Burnaby Board
Doug Spindler, Treasurer
Lynda Cannell, Director
And perhaps some Tourism Burnaby staff.

We respectfully request the date of **Monday, January 30th, 2017** for our presentation.

We will do a formal powerpoint presentation and will have that to you by the Wednesday prior.

Sincerely,

Nancy Small
Executive Director
nsmall@tourismburnaby.com
604-828-5536 (mobile)

Copied to:
City Manager