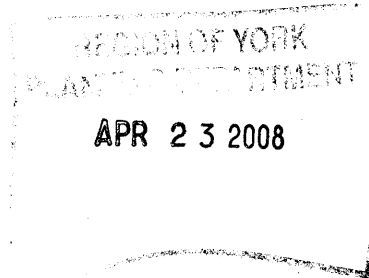


Mr. Brian Tuckey, MCIP, RPP
Regional Municipality of York
Planning and Development Services
17250 Yonge Street,
Newmarket, ON L3Y 6Z1



April 14, 2008

Dear Mr. Tuckey,

Congratulations! On behalf of the Canadian Institute of Planners, I am very pleased to inform you that your submission to the 2008 Awards for Planning Excellence has been chosen as the winner in the category of **Transportation and Infrastructure**. CIP received a great response to this year's awards program, with the total submissions numbering forty-four.

The winners in each category will be recognized at the CIP/MPPI Conference in Winnipeg during the Awards Luncheon on Tuesday, July 15th from 11:30 a.m. - 1:30 p.m. at the Winnipeg Convention Centre.

We are preparing a detailed written program and a video presentation with voiceover to showcase the Award winners. As a winner, we would like to ask for your co-operation in the following matters:

By May 15th, please:

- confirm that the appropriate title of the project as it should appear in promotional material is:

York Region's pedestrian & Cycling Master Plan

- indicate the names of all individuals to appear on the certificate and their mailing addresses (please e-mail the company logos)
- include the names and phone numbers of persons within your organization who should be listed as appropriate contact people for the media or to be contacted for further information.
- identify who will be attending the Luncheon on **Tuesday, July 15th 2008** to accept the Award. Please note that the Awards Luncheon is included in the CIP Conference 3-day registration. If the individual(s) accepting the Award are not registered for the Conference, we would be pleased to provide you with two complimentary Luncheon tickets.

For the video:

- Please provide between 10-20 images of the project, as well as all logos. The images may be any of the following formats: psd, jpeg, targa, bmp with a minimum resolution of 300 dpi.
- Photographs and slides should be sent without text superimposed over them.
- If you wish, you may provide video: All video should be sent on videotape, analogue or digital. These formats include Hi8, Digital8, MiniDV, DVCAM, DVC Pro, BetacamSP, Digital Betacam. DVD and VHS are not acceptable.
- You may include sound files: File formats may include wav and aiff and supplied on a compact disc. (CD). Compressed file formats such as mp3 are not acceptable.

- A PowerPoint presentation or story board about the project to help us to create the storyline for your images. Please include any text on the PowerPoint that you would like as captions for the images.
- The name and phone number of someone within your organization who may be contacted about the presentation, slides or images.
- Send us a 180-word summary (maximum) of the project, to be included in the Awards Brochure and the voiceover in the PowerPoint presentation.

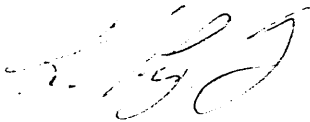
You will be presented with one glass etched award and certificate at the awards banquet compliments of the Canadian Institute of Planners.

If you wish to have additional certificates made for members of the project, please indicate the number of certificates that you wish to receive and we would be pleased to provide those to you without charge.

If you would like to receive more than one glass etched award, you may order additional awards for approximately \$100.00 plus taxes each (price to be confirmed). Please let us know by May 15th if you wish additional awards.

Thank you very much for your assistance. As we are working to fairly tight deadlines, your prompt response would be most appreciated. If you are unable to meet the deadline, please contact me as soon as possible.

Best regards,



Kira Pejemsky
Communications Coordinator
kpejemsky@cip-icu.ca