

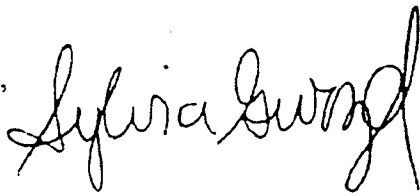
Our committee has developed a plan to participate in Expo, which involves inviting a trade delegation to accompany us.

At the General Purposes Committee meeting, we would like to present this plan for your approval.

In addition the Mayor of Wakayama has extended an invitation for us travel to their city. In turn we would invite guests from Wakayama to travel to Aichi to celebrate Expo with us. We believe that this would be a very significant honour to all involved.

We would like to participate at the same time as students from our local high schools have organized their bi-annual exchange and who are traveling May 15-20 2005.

Sincerely yours,



Sylvia Gwozd,
Chairperson, Sister City Committee

THE 2005 WORLD EXPOSITION, AICHI, JAPAN The Canada Pavilion & Sister-Cities

The World in Aichi, Japan

From March 25 to September 25, 2005 Canada will participate in The 2005 World Exposition, Aichi, Japan. Over the course of the six-month event we will show the best of the best from Canada and strive to deepen our already strong ties with Japan in culture, tourism, education, business and trade, and international relations.

What about Cities?

Canada at Expo 2005 offers a unique opportunity to highlight and strengthen important relationships between Canadian and Japanese cities, whether in Aichi or elsewhere in Japan.

The Canada Pavilion VIP facilities and services are at your disposal. An experienced and professional Protocol, Trade and Special Events team will provide top notch support and service to you and your guests.

FACILITIES & SERVICES

The facilities and services available at no charge to Canadian sister-cities include:

Use of the VIP Lounge -

- ▶ To host receptions for up to 125 people and small conferences (40 to 50 people) as well as special events, meetings, or promotional/media events. Canadian beverages and bar service included.

VIP Services and Logistical Support -

- ▶ The Expo team provides event planning and logistical support before and during Expo 2005 for all your events.

Use of the Executive Boardroom -

- ▶ To host meetings with partners, clients or potential investors, presentations seminars and workshops.
- ▶ Can also be used to host private breakfast / lunch / dinner meetings.

** Services such as catering, interpretation, and specialised equipment rental will be provided on a cost-recovery basis.*

EVENTS & ACTIVITIES

Use this rare opportunity to promote issues and industries such as tourism, educational exchanges, Economic/business relations (with Chambers of Commerce), cultural industries - local performers and artists, and much more. Co-ordinate it with activities you are already planning in Japan or as a incentive to launch a new initiative.

MORE INFORMATION

For more information on Canada's presence at Expo 2005, on booking the VIP facilities and services, and on the various activities in which your city can be involved, please contact: Jan Eperjesi, Special Events Officer at (819) 997-5069 or Jan_Stefan_Eperjesi@pch.gc.ca



City of Richmond

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FAXED

October 12th, 2004
File: 0100-20-SCITI-01

VIA FAX No. 604-275-4570

Sylvia Gwozd, Chairperson
Richmond Sister City Committee
4686 Mahood Drive
Richmond, BC V7E 5C4

Dear Ms. Gwozd:

Re: Approval of a trip to Japan to participate in the Canadian Pavilion of Expo 2005

In response to your letter dated October 12th, 2004, this is to confirm that arrangements have been made for you to appear as a delegation on the above matter at the General Purposes Committee meeting scheduled for Monday, October 18th, 2004, at 4:00 p.m. in the Anderson Room, located on the 2nd floor, of Richmond City Hall.

Yours truly,

J. Richard McKenna
City Clerk

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