

2010-Feb-02

Attention:

Dear Sir/Madam:

**Re: BOABC 55<sup>th</sup> Annual Educational Conference, AGM & Trade Show in Nanaimo  
April 25 – 28, 2010**

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The City of Nanaimo is pleased to advise that we are hosting the Building Officials' Association of British Columbia (BOABC) **55<sup>th</sup> Annual Educational Conference, AGM & Trade Show**, to be held April 25 - 28, 2010 at the Vancouver Island Conference Centre, 101 Gordon St, Nanaimo, BC.

As you may be aware, the BOABC is a 'not-for-profit' association, representing building departments from across the Province. It is the governing body in the local government sector for the education and certification of its members who are responsible for ensuring the life & safety of the general public as it relates to building construction. The BOABC would like to invite your company to participate in the trade show that is being held in conjunction with our annual conference. The conference is attended by Building Officials from throughout BC and the Yukon, along with industry representatives, Architects, Engineers, consultants and government officials. We will be providing about 50 spaces for industry display booths, providing an opportunity for companies like yours to promote their products and/or services.

Please find enclosed an Exhibitor's Information sheet as well as a Trade Show Exhibitor Registration Form. In order to reserve a booth at the conference, please complete the registration form and mail it with your cheque (**payable to BOABC**) to:

**TRADE SHOW, 2010 BOABC CONFERENCE**  
**Attention: Lane Killick**  
**City of Nanaimo**  
**455 Wallace St**  
**Nanaimo, BC**  
**V9R 5J6**

We look forward to having your company represented at our conference. Should you have questions, please contact:

**Lane Killick or Adrien Goddu**  
**Phone: 250-755-4429**  
**Fax: 250-755-4439**  
**Email: [lane.killick@nanaimo.ca](mailto:lane.killick@nanaimo.ca) or [adrien.goddu@nanaimo.ca](mailto:adrien.goddu@nanaimo.ca)**

On behalf of the City of Nanaimo and Building Officials' Association of BC, we wish to thank you for your time and consideration.

Sincerely,  
Lane Killick, Conference Trade Show Coordinator  
Building Inspection Division  
**DEVELOPMENT SERVICES DEPARTMENT**

Enclosures (3)