



**Canadian Network of IRA Councils (CNIRAC)
&
Canadian Special Interest Group (C-SIG)**



Dear Publishing Company Representative:

The **Canadian Network of International Reading Association Councils (CNIRAC)** and the **Canadian Special Interest Group (C-SIG)** are co-hosting the eighteenth annual **Canadian Reception** at the **61st Annual Conference of the International Literacy Association** in **Boston, MA, USA** on **Sunday, July 10, 2016, 6:30 - 9:00 p.m.**

CNIRAC and C-SIG rely on financial contributions from Canadian publishing companies to fund refreshments for The Canadian Reception. I am writing to request any financial assistance that your publishing company can provide to cover the cost of such refreshments.

The Canadian Reception has become an increasingly popular and anticipated event at the Annual Conference of the International Literacy Association. The Canadian Reception is attended by the Board of Directors of the International Literacy Association, important members of the literacy community and several hundred delegates, not only from Canada, but also from around the world.

Please complete the attached form and email your pledge at your earliest convenience. Your financial assistance cheque for The Canadian Reception, made payable to "**CNIRAC**", can be mailed to the address below.

Event though your publishing company may not be attending the 61st Annual Conference of the International Literacy Association in Boston, MA, your publishing company can leave a promotional footprint with your financial contribution:

- your company name and website on the invitation;
- your company name and website on signs on tables and easels;
- expression of appreciation from the Chair of CNIRAC from the podium;
- invitation to The Canadian Reception to forward to your contacts; and
- ¼ page advertisement to promote your company products in the conference and fall C SIG-L newsletters.

I look forward to your continued support of The Canadian Reception at the 61st Annual Conference of the International Literacy Association in Boston, MA. Hope to see you there!

A response regarding a pledge to sponsor would be greatly appreciated by June 15, 2016 to The Canadian Reception Coordinator in order to prepare The Canadian Reception budget.

Please mail all cheques and completed forms by June 15, 2016 to:

Susan Hayward
CNIRAC Treasurer
PO Box 166
Lundar MB R0C 1Y0

Yours very truly,

C. Garth Brooks, Coordinator,
The Canadian Reception
cgarthbrooks@gmail.com
www.cnirac.ca



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Canadian Special Interest Group (C-SIG)**



**Contribution Form
The Eighteenth Annual Canadian Reception
61^{9st} International Literacy Association Annual Conference**

**Fairfax Room, Third Floor
Sheraton Boston Hotel
39 Dalton Street
Boston MA 02199**

**Sunday, July 10, 2016
6:30 – 9:00 p.m.**

Date: _____

Name of Publishing Company: _____

Amount of Cheque: _____

Contact Person: _____

Position: _____

Mailing Address: _____

Email Address: _____

Please complete this form and email it to the email address below regarding your pledge towards The Eighteenth Annual Canadian Reception by June 15, 2016.

**All cheques made payable to “CNIRAC” should be mailed by June 15, 2016 to:
Susan Hayward, CNIRAC Treasurer
PO Box 166
Lundar MB R0C 1Y0**

**Please email The Canadian Reception pledge form to the following by June 15, 2016
C. Garth Brooks,
Coordinator, The Canadian Reception
cgarthbrooks@gmail.com
www.cnirac.ca**