

## Sample Letter for Golf Courses Requesting Other Means of Notice of the Public Meeting

Director Under the Pesticides Act  
Pesticides Management Section  
Standards Development Branch  
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Email: [SDB-PesticideApproval@ontario.ca](mailto:SDB-PesticideApproval@ontario.ca)

Attention: Director under the Pesticides Act

I am writing on behalf of *<insert the name of the golf course>* to request approval for other means of notice of a public meeting being held on *<insert date, or if date is yet to be determined, then indicate approximate timing such as Oct. 2012, or Fall 2012>*.

*<Insert name of golf course>* has approximately *<number>* properties that abut the golf course or are within 100 m of the golf course. Since more than 50 properties must be provided notice of the public meeting, your approval to deliver a copy of the notice addressed "Attention Occupant" to the mailbox(es) of each abutting property or property within 100 m of the golf course is requested. *(Outline why it would be unduly onerous to give notice to the required number of properties)*

*(If other means of notice is being requested for apartment, condominium or office buildings include the following):*

Notice must be given to occupants of a building *(indicate type of building, e.g. condominium, office building)* with more than 50 occupants, therefore, approval is requested to post a notice in the common areas of the building as approved by the building superintendent/owner in the enclosed signed declaration *(indicate which common areas the building superintendent/ owner has approved for this use)*. *(Outline why it would be unduly onerous to give notice to each occupant in the building)*.

A copy of the notice of the public meeting is attached.

*Signature*

Title of person

(e.g. Superintendent/Owner)

# Attention Occupant

## NOTICE OF PUBLIC MEETING

*<Inset name of Golf Club>* is hosting a public meeting to present its Annual Report on Class 9 pesticide use as required by Ontario Regulation 63/09 under the Pesticides Act. The Annual Report summarizes the use of Class 9 pesticides used at *<insert name of golf course>* in *<insert year>*.

The meeting will take place *<insert place (e.g. the Clubhouse)>* at *<Insert name of golf course>* at *<Insert time>* on *<insert date>*.

Name of Owner or Representative  
Indicate if Owner or Representative  
Telephone Number