

Donating Records to the Archives

The Elgin County Archives has a firm commitment to preserving and making available Elgin's total archival heritage, regardless of the source. We are therefore very interested in receiving new acquisitions, provided that the records meet the terms of our Acquisition Policy. Donors should understand that the material will generally become the property of the Archives upon completion of a Deed of Gift (attached to the Acquisition Policy). We must have assurances that the records will belong to the Archives for many years to come before we invest in their preservation and promote their use to the general public!

Contact Information

For further information about the Archives, contact:

Brian Masschaele, Archivist
Elgin County Archives
450 Sunset Drive
St. Thomas Ontario N5R 5V1 Canada
Phone: 519-631-1460, ext. 138
Fax: 519-631-9202 9209
E-mail: archivist@elgin-county.on.ca

- building the St. T. - Elg. archives
- ^{was} archives advisor for Ont. - travelled around Prov.
- businesses, ag. soc, sports, museums, craft org., architectural
- min. from 1st. El. Cty council meeting Apr. 15 (1852)
- call him before microfilming anything - places doing this should not keep orig. copy.
- can take minute books from W.I. meetings - they microfilm & original stays in archives.
- * - will visit branches if asked (likes dessert, also)

ELGIN ST. THOMAS ARCHIVES
ASSOCIATION

ANNUAL GENERAL MEETING

THURSDAY, JUNE 16
7:00 SOCIAL – 7:30 MEETING
at St. Thomas Public Library

Our guest speaker will be
Dr. Evelyn Kolish

“Archives And Their Relation To
Regional Archive Work”

Is your membership up for renewal? YES ☒ NO
Cheque for \$25, Elgin St. Thomas Archives Association
P.O. Box 20167, 800 Talbot St., St. Thomas, Ontario N5P 1E2



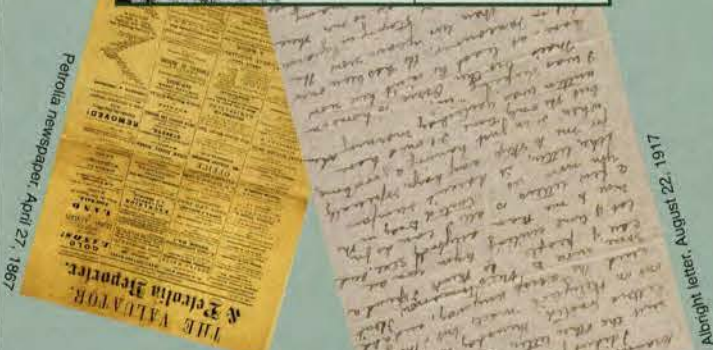
Bird's eye view, 1893



The London District Chapter
(L.D.C.) of the Archives Association of Ontario (A.A.O.) is a regional organization representing area archives and supporters of archives. Through meetings, workshops and special events, the Association and its chapters work to encourage professional standards and practices among archivists and to promote the preservation and use of Ontario's documentary heritage. Check the Directory inside for a list of archives in the London District.



Postcard, Court House, St. Thomas



Normal School Basketball Team 1922

Making a Donation to an Archives
Archivists are always interested in hearing about possible donations. If you have records that you feel should be preserved – minutes of an organization, family letters, diaries, accounts, business records, films or photographic albums – contact your local archives and ask about making a donation.



County of Oxford Archives

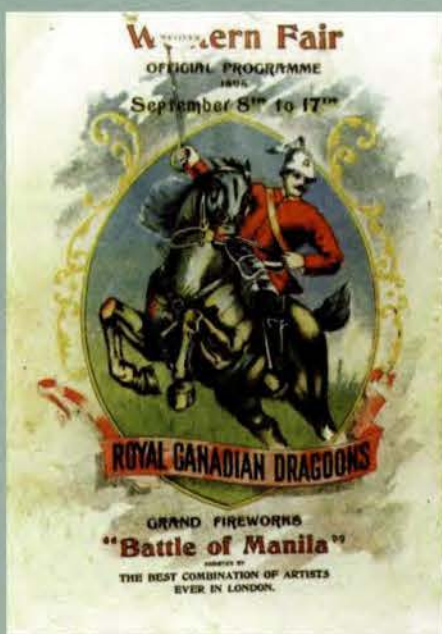
What are Archives?
An archives is a place where archival records, regardless of media, are acquired, maintained and preserved for research. Archives are unique, just like the records they preserve. Some collect specialized information referring to a particular area, business, industry, or institution. There are also general archives that cover a wide range of information. Archives may vary in size from very small, where an appointment is required, to large institutions where records are available to the public during regular hours. Other institutions, such as libraries and museums also contain archives. Local historians, academic researchers, students and many others use archives for research. For information about archives and how they can be accessed, contact the Archives Association of Ontario (see back panel).

Research Tips

In order to make your archives visit successful, please do some advance preparation before you arrive. Archives staff are available to direct you to appropriate resources, but you must do your own research.

- For those interested in family history, membership in a genealogical society is one way to meet those with similar interests and to obtain training in research methods.
- Researchers should do some background reading. Many libraries have some sources that explain about archives and how to conduct archival research.
- By telephoning ahead, the archivist can tell you about hours of operation, whether an appointment is necessary, applicable access restrictions, and fees, if any.
- Before visiting an archives, be aware that certain records may not be immediately available for your use. Some records contain sensitive information and are subject to review under government freedom of information and privacy protection legislation. In other instances, the physical condition of the documents or their availability in microform may determine access.
- The provisions of the Canadian Copyright Act govern the use of all material within an archives.
- Remember to bring pencils, paper, and/or a laptop computer (with extension cord) for notetaking.
- Archival material is arranged by original order. Mixing files or documents undermines their research value.
- Accurate citations ensure that the same material can be consulted in the future.

London District Chapter / AAO



Official programme, 1896

If interested in more information or to join the London District Chapter and A.A.O., please contact:

Archives Association of Ontario
376 Rusholme Road
#3 The Coach House
Toronto, ON M6H 2Y9
Phone: (416) 533-9592
Fax: (416) 533-1481
E-mail: aao@aao.fis.utoronto.ca
Website: www.aao.fis.utoronto.ca

Funded by the City of London through the Heritage and Museum Coordinating Committee.



Bayfield Historical Society Archives

Archives in the London District



Norwich and District Archives



Archives Association of Ontario

DIRECTORY INSIDE



ARCHIVES IN THE LONDON DISTRICT

BRUCE COUNTY

Bruce County Museum and Archives

33 Victoria Street North, Box 180
Southampton, ON N0H 2L0

Phone: (519) 797-2080
E-mail: paulwhite@brucecounty.on.ca

Access: Monday to Friday – 9 am to 5 pm;
Saturday & Sunday, By Appointment.

Materials related to Bruce County.

ELGIN COUNTY

Aylmer and District Museum

14 East Street, Aylmer, ON N5H 1W2

Phone: (519) 773-9723
E-mail: aylmermuseum@amtelecom.net

Access: Mar.-May, Sep.-Dec.: Tuesday,
Thursday, Friday – 9 am to 12 pm, 1 pm to
5 pm; Wednesday – 1 pm to 5 pm. Jun.-Aug.:
Tuesday to Saturday – 9 am to 12 pm, 1 pm to
5 pm. By Appointment.

Archival access fee – \$10; Annual membership –
\$12 (includes free archival access). Microfilm
reader and photocopier on site.

Elgin County Archives

450 Sunset Drive, St. Thomas, ON N5R 5V1

Phone: (519) 631-1460, ext. 138
E-mail: archivist@elgin-county.on.ca

Access: Monday to Friday – 10 am - 4 pm.

Records from the County of Elgin, its
constituent municipalities and private collections
including the Scott-Sefton Photo Studio
Collection.

St. Thomas Public Library

153 Curtis St., St. Thomas, ON N5P 3Z7

Phone: (519) 631-6050

Access: Monday to Friday – 9 am to 8:30 pm;
Saturday – 9 am to 5 pm.

Materials related to St. Thomas and the
surrounding area.

HURON COUNTY

Bayfield Historical Society Archives

20 Bayfield Main Street North, P.O. Box 161
Bayfield, ON N0M 1G0

Phone: (519) 565-2376
E-mail: baylib@huroncap.org

Access: Apr. to Dec.: Wednesday & Saturday –
1:00 pm to 5:00 pm.

Local history material for Bayfield area including
cemetery lists, deeds, photographs, minutes,
municipal records, maps and genealogical
research information.

The Huron County Museum

110 North Street, Goderich, ON N7A 2T8

Phone: (519) 524-2686
Website: www.huroncountymuseum.on.ca

Access: Open year round. Monday to Friday –
10 am to 4:30 pm; Sunday – 1 pm to 4:30 pm;
(Saturday – 10 am to 4 pm from Victoria Day
Weekend to Labour Day). By Appointment to
access archival holdings.

Admission charged. Wheelchair accessible.

Records of Huron County and related material.

LAMBTON COUNTY

Lambton County Library

Lambton History Room, Box 3100
787 Broadway St., Wyoming, ON N0N 1T0

Phone: (519) 845-3324, ext. 434

Access: Monday, Wednesday & Friday – 9 am to
5 pm; Tuesday & Thursday – 9 am to 9 pm.

Family and local history information, particularly
for Lambton County; also basic genealogical
material for Ontario.

Lambton Heritage Museum

R.R. #2, Grand Bend, ON N0M 1T0

Phone: (519) 243-2600

Access: Monday to Friday – 10 am - 5 pm;
Saturday, Sunday & Holidays – 11 am - 5 pm.
Appointment recommended.

Members free, admission fee.

Photographs and business records related to
Lambton County.

Oil Museum of Canada

Box 16, Kelly Rd., Oil Springs, ON N0N 1P0

Phone: (519) 835-2840
E-mail: omcchin@ebtech.net

Access: Nov.-Apr., Monday to Friday – 9 am to
5 pm. May-Oct., Monday to Sunday – 9 am to
5 pm.

(continued in next column)

Site of North America's first commercial oil well
(1858). Collections related to the discovery and
evolution of the oil industry – "foreign drillers"
section.

MIDDLESEX COUNTY

The Archives of the Roman Catholic Diocese of London

1070 Waterloo Street, London, ON N6A 3Y2

Phone: (519) 433-0658, ext. 242
E-mail: info@rcec.london.on.ca

Website: www.rcec.london.on.ca/

Access: By appointment.

Collection includes all records concerning the history
of the Diocese of London such as parish files, priest
files, and sacramental records. Sacramental records up
until 1910 can be viewed at the Latter Day Saints
Family History Center in London.

Banting House National Historic Site

442 Adelaide Street North, London, ON N6B 3H8

Phone: (519) 673-1752
E-mail: maltman@diabetes.ca

Access: Tuesday to Saturday – 12 pm to 4 pm.

Photographs, correspondence, original articles & other
materials related to Sir Frederick Banting.

City of London, Central Records

30 Dufferin Avenue, London, ON N6A 4L6

Phone: (519) 661-4539

Access: Monday to Friday – 8:30 am to 4:30 pm.
By Appointment.

Municipal records of the City of London and annexed
areas.

Diocese of Huron

V.P. Cronyn Memorial Archives

1349 Western Road, London, ON N6G 1H3

Phone: (519) 645-7956 or 438-7224, ext. 284
E-mail: dcates@uwo.ca

Access: Tuesday – 9 am to 4 pm. By Appointment.
Visitor Fee.

Records of the Anglican Diocese of Huron.

Komoka Railway Museum

133 Queen Street, P.O. Box 22
Komoka, ON N0I 1R0

Phone: (519) 657-1912
E-mail: railmus@komokarail.ca
Website: www.komokarail.ca

Access: By Appointment.

Material related to the railway history of Ontario.

Labatt Archives

303 Richmond Street, P.O. Box 5050
London, ON N6B 2H8

Phone: (519) 667-7493
E-mail: nellie.swart@labatt.com

Access: By Appointment.

Records of the Labatt Brewing Company.

London Life Corporate Archives

255 Dufferin Avenue, London, ON N6A 4K1

Phone: (519) 432-2000, ext. 4268
E-mail: don.spanner@londonlife.com

Access: By Appointment.

Records for the Company and related material,
including photographs.

Disabled Access.

London Public Library

London Room, 305 Queens Avenue
London, ON N6B 3L7

Phone: (519) 661-4600
Website: www.discover.lpl.london.on.ca

Access: Monday to Thursday – 9 am to 9 pm;
Friday – 9 am to 6 pm, Saturday – 9 am to 5 pm;
Sunday (Oct. - May) – 1 pm to 5 pm.

Materials related to London and the counties of Elgin,
Middlesex, Norfolk and Oxford.

*As of August 25/02 will be located in new Central
Library, 251 Dundas Street (access via Galleria Mall).

Museum London

421 Ridout Street North, London, ON N6A 5H4

Phone: (519) 661-0333
Website: www.londonmuseum.on.ca

Access: Tuesday to Friday – 9 am to 5 pm. By
Appointment.

Architectural drawings, photographs and ephemera
related to the London area.

The Royal Canadian Regiment Museum

Wolseley Hall, C.F. Detachment
650 Elizabeth Street, London, ON N5Y 4T7

(continued in next column)

Phone: (519) 660-5102
E-mail: rcr.museum.dnd.ca
Website: www.rcrmuseum.ca

Access: By Appointment.

Records of the regiment and related material.

Strathroy Middlesex Museum

84 Oxford Street, Strathroy, ON N7G 3A5

Phone: (519) 245-0492
E-mail: smmchin@execulink.com

Access: Tuesday to Friday – 10 am to 4 pm;
Saturday – 1 pm to 4 pm.

Business records, photos, municipal records and maps
related to Strathroy and the surrounding area.

The University of Western Ontario

The D.B. Weldon Library, The University of Western
Ontario, London ON N6A 3K7

• The J.J. Talman Regional Collection and The James Alexander and Ellen Rea Benson Special Collections

Phone: (519) 661-2111, ext. 84813
E-mail: jltutman@lib.uwo.ca

Website: www.lib.uwo.ca

Regional Collection Access: Monday to Friday –
10 am to 4:30 pm.

Special Collections Access: Monday to Friday –
9 am to 12 pm (Sep. to Apr.) and Tuesday to Friday
– 9 am to 12 pm (May to Aug.).

Records related to southwestern Ontario, especially
the City of London and Middlesex County; London
Free Press Negative Collection, photographs, maps
and Harris Family Papers; R.M. Bucke Papers and
rare book collection.

• University Archives

Phone: (519) 661-2111, ext. 87289

E-mail: rkeirste@uwo.ca

Website: www.lib.uwo.ca

Access: By Appointment.

Official records of the University; records and
papers of related organizations and individuals;
records of Canadian Tire Corporation.

*As of summer 2003 the University Archives
(including Regional and Special Collections) will be
relocated to a new addition to The D.B. Weldon
Library. As a result, contact information and hours
of service may change.

Western Fair Museum and Archives

Art Building (Dundas Street, near Engine 86)
900 King Street, P.O. Box 7550

London, ON N5Y 5P8

Phone: 519-438-7203, ext. 216
E-mail: isanmiya@westernfair.com

Access: By Appointment.

Records include Western Fair-related publications,
prize books, medallions, hand written minute books,
Directors' diaries and private papers, architectural
drawings and over 10,000 photographs - some dating
to 1867.

NORFOLK COUNTY

Norfolk Historical Society, Eva Brook Donly Museum

109 Norfolk Street South, Simcoe, ON N3Y 2W3

Phone: (519) 426-1583
E-mail: office@norfolklore.com
genealogy@norfolklore.com

Website: www.norfolklore.com

Access: Year round: Wednesday to Friday – 10 am to
4:30 pm; Saturday & Sunday – 1 pm to 4:30 pm;
Jun. - Aug., Tuesday to Friday – 10 am to 4:30 pm.

Extensive genealogical material and information related
to the surrounding area.

OXFORD COUNTY

County of Oxford Archives

12 Vine Street, P.O. Box 69
Beachville, ON N0J 1A0

Phone: (519) 423-1928, ext. 210
E-mail: archives@county.oxford.on.ca

Access: By Appointment.

Historical municipal records of Oxford County and its
predecessor, the District of Brock (1842-1849).

Norwich and District Archives

91 Stover Street North, R.R. #3

Norwich, ON N0J 1P0

Phone: (519) 863-3638

Access: Tuesday to Friday – 10 am to 12 pm and
1 pm to 4 pm. Appointment preferred. User fee.

Self-serve local history Reading Room contains
material related to the south part of Oxford County;
includes newspapers on microfilm, Tidey Survey
Books, census and cemetery listings, and an extensive
photograph collection.



DEED OF GIFT

DATE:

ACCESSION NO:

TEMPORARY RECEIPT NO (if applicable):

NAME AND ADDRESS OF DONOR (hereafter referred to as the Donor):

DESCRIPTION AND CUSTODIAL HISTORY OF RECORDS DONATED:

RESTRICTIONS ON USE:

SPECIAL PROVISIONS:

PERMISSION TO PUBLICLY ACKNOWLEDGE DONATION? Yes ☐ No ☐
PERMISSION TO PUBLICLY RELEASE ADDRESS INFORMATION? Yes ☐ No ☐

Be it known that the Donor is the sole and rightful owner of the records described above and has full right to transfer ownership of same. The Donor hereby gives and transfers unto the Elgin County Archives full and unencumbered title to the records, and assigns to the Elgin County Archives the copyright for all items in the donation previously held by the Donor. Ownership of the records is assigned unto the Elgin County Archives, its successors, administrators and assigns absolutely.

In entering into this agreement, the Donor understands and agrees that the Elgin County Archives is free to process the records as it sees fit in accordance with Elgin County By-Law No. 01-21. This may include partial culling of the donation. The Donor also understands that the Elgin County Archives shall have full discretion as to the use, display, reproduction and disposition of the records according to established policies and procedures of the Elgin County Archives.

The Donor has read, understood and agreed to the foregoing, acknowledging same by undersigning and dating this Deed.

Signature of Donor

Date

The Elgin County Archives gratefully acknowledges this donation, having satisfied the criteria established in the Archives' Acquisition Policy and Elgin County By-Law No. 01-21.

Signature of Archivist

Date

Information collected in the agreement is governed by the *Municipal Freedom of Information and Protection of Privacy Act* and shall not be released without the consent of the donor.

Form - Aerial DescriptiveDo you want us to: ☒ Do a new flight ☐ Search our photo archives (Look-up)

Regardless of the above response, this form must be completed in full.

Name: *Gail Fdunagan* Street Address:
Mailing Address: *6383 Coun Rd* City/Town: *Port Stanley*
Postal Code: *N5L 1J2* Province: *Ont*
Phone: *519 969-2939* Email: *GAILINC@Execulink.Com*

What is the name of the road of the request location (Not R.R.#)?:

Do you already have a photo number?: ☒ No ☐ Yes

If yes, please enter your photo number:

If yes, how did you obtain the photo number:

Type of property: ☐ Residential ☐ Commercial ☐ Farm
Construction style: ☐ Brick ☐ Siding ☐ Brick & Siding
Other, please describe:
Garage: ☐ Attached ☐ Detached ☐ No Garage
Number of Garages ☐
Other, please describe:
Driveway located on the right or left side of house when facing property? ☐ Left ☐ Right
Other, please describe:
Driveway type: ☐ Paved ☐ Gravel ☐ Cement ☐ Interlocking Brick
Other, please describe:
Driveway shape: ☐ Straight ☐ Horseshoe ☐ Circle
Other, please describe:
House style: ☐ One-Storey ☐ Two-Storey
☐ 1 1/2 Storey ☐ No House On Property
Other, please describe:

Roof colour:

Farm Owners:

Brick or siding colour:

☐ Barn(s) Number of Barn(s) ☐
☐ Silo(s) Number of Silos(s) ☐
☐ Drive shed(s) Number of Drive shed(s) ☐

Other Descriptive Information:

Landmarks:
(Beside each please mark where they are in relation to the house/location when facing the property from the road)

☐ Flag ☐ Trees ☐ Gardens ☐ Creek/River
☐ Deck ☐ Pool ☐ Ponds

Other Descriptive Information:

Location:

*See Map*Nearest Town / Village: *Fingert*Township: *Southwold*Nearest Highway#: *County Road 20*

Which side of road?:

☐ North ☐ South ☐ East ☐ West

What two intersections is your request location between?:

Are there any distinguishing properties nearby your request location eg. Restaurant, Business or Motel?, and in which direction are they located with respect to your request location?:

Please include any other detailed information about the property that you think would be helpful:

The cost would be \$300.00 for a CD Rom - 3-5 pictures to choose from.

Has a sales rep from our company referred you? ☐ Yes ☐ No

If yes, sales representative's name:

*Eugene Swain***For Lookups Only:**

What is the year of the picture you want us to find?:

Have there been any changes to property? What year?:

Describe, in detail, the house/location at the date you're looking for:



Planting Guide



100 Elmsdale Road, Kitchener, Ontario N2E 1H6

Tel: (519) 743-4146 Fax: (519) 743-1839

kitchener@sheridannurseries.com

G.S.T. # R104833314

INVOICE

DATE _____

20

Terr. Pleno

ADDRESS

NP #2 Bert Stanley #37010

PHONE NO. _____

QUANTITY	DESCRIPTION	PRICE	AMOUNT
6	Rolls Women's Institute Rolls	13.99	1
	Not Paid		
	will call to arrange delivery		
		SUBTOTAL	
		G.S.T.	
		P.S.T.	

RECEIVED IN GOOD ORDER

BY:

SIGNATURE

PLEASE PRINT

TOTAL

CASH	
------	--

VISA

MC

AME

CLE

CHARGE*
I SEE BELOW

PLEASE KEEP THIS INVOICE, A DUPLICATE WILL NOT BE ISSUED.

***TERMS - NET 30 DAYS FROM INVOICE DATE.**

1% PER MONTH (12% PER ANNUM) ON OVERDUE ACCOUNTS.

CUSTOMER COPY

Heart and Stroke Foundation of Ontario

LONDON AREA
617 Wellington Street
London, ON N6A 3R6

Tel: (519) 679-0641
Fax: (519) 679-6898

AREA MANAGER
Cheryl Curtis

AREA ADMINISTRATOR
Connie Ford

AREA CO-ORDINATOR
Sharanne MacDonald

AREA CO-ORDINATOR
Elinor Schwob

PROGRAM CO-ORDINATOR
Dee Hoevenaars

PROGRAM CO-ORDINATOR
Colleen Quinn

LONDON/MIDDLESEX
CHAPTER

President
Sandra Robinson

ST. THOMAS/ELGIN
CHAPTER

President
vacant

Provincial Chair of the Board
Elaine Roper

Provincial President
Andrew Scipio del Campo

For more heart and stroke
information, visit
www.heartandstroke.ca
or call 1-888-HSF-INFO
(473-4636).

Affiliated with the Heart and
Stroke Foundation of Canada
Business Number 10747 2839 RR0001



Finding answers. For life.

October 7, 2003

Cathy Cook
RR# 5
St. Thomas, ON N5P 3S9

Dear Cathy,

THANK YOU, THANK YOU, THANK YOU for your support and dedication in the Heart and Stroke Foundation, Person to Person Campaign 2003. This Campaign is one of the key fundraising programs delivered by the Heart and Stroke Foundation and it is volunteers like yourself that help to make it such a success. The funds you have helped raise are used to fund research, increase awareness and help change lifestyle behaviors that contribute to heart disease and stroke.

I have been involved with the Heart and Stroke as an office volunteer and as a canvasser for the Person to Person Campaign. This year I am looking forward to continuing with the Campaign as the Program Coordinator. I will be actively seeking volunteers to fill committee openings such as Planning Partners, Recognition Coordinators, Delivery & Pick-up, Media and Finance. I will be meeting with the Captains in your area in late October at which time we can discuss the organization of the Person to Person Committee in greater detail.

Please call me with your comments and ideas, Monday to Friday 8:30 to 5:30 @ 679-0641 or e-mail cquinn@hsf.on.ca. Your feedback is very important to the success of this campaign, without you there would be no program, with your help and assistance we can make this a banner year.

Yours in Health,

Colleen Quinn
Program Coordinator

Cathy L. Cook
R.R. # 5
St. Thomas, ON N5P 3S9

March 31, 2004

Heart and Stroke Foundation of Ontario
London Area Office
617 Wellington Street
London, ON N6A 3R6

Attention: Colleen Quinn

Dear Colleen:

Further to our telephone conversations please regard this letter as confirmation that River Road Women's Institute will no longer be canvassing for the Heart and Stroke Foundation. The members of the Institute had an open discussion at our last meeting and voted to withdraw from canvassing. As Captain, it is left up to me to advise you of this fact.

Over the past number of years the volunteers, myself included, have been experiencing difficulties in the canvassing process. For the most part, the weather in February has not been in our favour. Roads and driveways have been drifted over or too iced up to navigate them or temperatures have been bitter cold. There are a limited number of individuals in our organization who are even able to do the driving. Further, we have found many homeowners expressing that they have donated at work, have purchased your lottery ticket, have donated several times throughout the year at funeral homes or have even participated in your campaign at grocery stores. This year two of us were ill and not able to canvass sections of our area that have been done in the past.

Our dollar figures are certainly down. We are sorry for this, but under all of the above circumstances it can not be helped.

The Heart and Stroke Foundation of Ontario certainly does excellent work for very worthy causes and we congratulate you for that. The personnel at the London Area Office have always been most co-operative and a pleasure to deal with.

Once again, we regret having to have made this decision and trust that you will understand our reasoning.

Yours in Volunteering,

Cathy L. Cook

Heart & Stroke

Person-to-Person

The Heart and Stroke Foundation's Annual Canvassing Campaign

St. Thomas-Elgin Chapter
617 Wellington Street
London, ON N6A 3R6
Phone: (519)679-0673
Fax: (519)679-6898

August 10, 1999



Marie Jones
R. R. #5
St. Thomas, ON N5P 3S9

Dear: Marie

The local chapter of the Heart and Stroke Foundation of Ontario, St. Thomas-Elgin, would like to thank you for being Captain during the 1999 Person to Person Campaign. It is because of your hard work and dedication to this program collectively, \$72,000 was raised for heart and stroke research.

On behalf of Janet Golding, President and the Board, St. Thomas-Elgin Chapter, I would like to invite you and your team of canvassers to the 1999 Annual General Meeting and Volunteer Appreciation Night. Each person involved in the Person to Person Campaign will be receiving a pin recognizing the number of years they have volunteered for (2, 5, 10, 15 or 20 years of service). Because of the large number of volunteers we have involved in this Campaign (over 600 in Elgin County) it would be appreciated if you would call and invite your team of canvassers to this evening. See the attached list.

During the week of September 6th, the Board of Directors will be contacting you to ensure you have received this letter and answer any questions that you have regarding this evening.

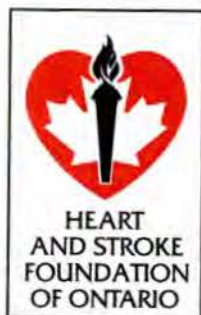
I look forward to seeing you at the Annual General Meeting, Thursday, September 23, at 7:00 p.m. at the Snell Building, in St. Thomas. R.S.V.P. is requested with the number of anticipated canvassers attending the event by Friday, September 10th, in order to accommodate all individuals. Please call the Heart and Stroke Foundation office, 679-0673 and leave your particulars on the answering machine.

Yours in Health,

Angela Horbanuik
St. Thomas-Elgin Chapter
Area Manager
Encl.

Affiliated with the Heart and
Stroke Foundation of Canada

Business Number 10747 2839 RR0001



Heart & Stroke Healthline – disease and lifestyle information service: 1-888-HSF-INFO

Heart and Stroke Foundation of Ontario

LONDON AREA OFFICE
617 Wellington Street
London, ON N6A 3R6

Tel: (519) 679-0641
Fax: (519) 679-6898

January 5, 2004

AREA MANAGER
Cheryl Curtis

AREA ADMINISTRATOR
Connie Ford

AREA CO-ORDINATOR
Sharanne MacDonald

AREA CO-ORDINATOR
Elinor Schwob

PROGRAM CO-ORDINATOR
Dee Hoevenaars

PROGRAM CO-ORDINATOR
Colleen Quinn

Hello dedicated Heart Month Volunteer,

The federal government's privacy legislation, known as the *Personal Information Protection and Electronic Documents Act* (PIPEDA), comes into effect on January 1, 2004. The purpose of the legislation is to establish rules to govern the collection, use and disclosure of personal information in a manner that recognizes the right of privacy of individuals with respect to their personal information and the need of organizations to collect, use or disclose personal information for purposes that a reasonable person would consider appropriate in the circumstances. Since we collect donor information at the door, via the tax receipts, this legislation applies to the Heart Month campaign.

This February, when you're at the door, please direct all privacy-related questions from donors to our Chief Privacy Officer at 1-888-HSF-INFO (473-4636).

LONDON/MIDDLESEX
CHAPTER

President
Sandra Robinson

ST. THOMAS/ELGIN
CHAPTER

President
Barb Saunders

The Chief Privacy Officer will be able to answer any questions that the donor may have regarding privacy legislation, as well as ensure them that the Heart and Stroke Foundation is committed to protecting their privacy-related concerns.

Also for your reference, the Heart and Stroke Foundation's privacy assurance is as follows:

We are committed to protecting the privacy of your personal information. We may maintain a record of your interaction for donor-related, promotion and tax receipting purposes, where required. Occasionally, we may contact you with mission-related communications. If you wish no further contact or have any questions or concerns regarding the privacy of your personal information, please contact the Chief Privacy Officer, at your provincial Heart and Stroke Foundation office at 1-888-HSF-INFO (473-4636) or through www.heartandstroke.ca/privacy

Provincial Chair of the Board
Elaine Roper

Provincial President
Andrew Scipio del Campo

If you have any further questions regarding privacy legislation and the Campaign, please contact the Chief Privacy Officer at 1-888-HSF-INFO (473-4636) or through www.heartandstroke.ca/privacy.

For more heart and stroke
information, visit
www.heartandstroke.ca
or call 1-888-HSF-INFO
(473-4636)

Thank you,

London Area Office



Finding answers. For life.

Note: Please place a fluorescent yellow label onto the right inside flap of the canvassing kit for the canvasser to refer to.

Heart and Stroke Foundation of Ontario

LONDON AREA
617 Wellington Street
London, ON N6A 3R6

Tel: (519) 679-0641
Fax: (519) 679-6898

SENIOR
AREA MANAGER
Jim McPherson

AREA ADMINISTRATOR
Connie Ford

AREA CO-ORDINATOR
Cheryl Curtis

AREA CO-ORDINATOR
Sharanne MacDonald

PROGRAM CO-ORDINATOR
Dee Hoevenaars

PROGRAM CO-ORDINATOR
Kim Pritchard

LONDON/MIDDLESEX
CHAPTER

President
Sandra Robinson

ST. THOMAS/ELGIN
CHAPTER

President
vacant

Provincial Chair of the Board
Gary Kaye

Provincial President
Andrew Scipio del Campo

Affiliated with the Heart and
Stroke Foundation of Canada
Business Number 10747 2839 RR0001



Monday October 21, 2002

Cathy Cook
RR#5
St. Thomas, ON
N5P 3S9

Cathy:

Thank you for supporting the Heart & Stroke Foundation Person to Person Campaign 2003.

Our goal for the St. Thomas Elgin is **\$63,000**. Your area last year had great success with 6 canvassers who raised \$895.00! Lets try and hit total number of canvassers in your area to 8! I was thrilled to hear all of the great things you have in place for your area from last year. You are a very organized person, and we appreciate your efforts.

We need to get your neighbors and friends to volunteer! The quest to fight heart disease and stroke requires support from all walks of life and all ages. Whether you have been personally affected by heart disease or stroke, want to give back to your community or are looking for career experience or personal improvement, we are thrilled you have joined our volunteer team again this year!

We are a grassroots; volunteer-based organization and we need your commitment to keep operating costs down that will allow more funding for life-saving research. Your generosity is the key to our success.

Please call me anytime, Monday to Friday 8:30-4:30pm 679-0641 or e-mail kpritchard@hsf.on.ca.

Remember the five simple rules to be happy: > > Free your heart from hatred. > Free your mind from worries. > Live simply. > Give more. > Expect less.

Yours in Health,

Kim Pritchard
Campaign Coordinator

For more heart and stroke information, visit www.heartandstroke.ca or call 1-888-HSF-INFO (473-4636).

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PROGRAM CO-ORDINATOR
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PROGRAM CO-ORDINATOR
Colleen Quinn

LONDON/MIDDLESEX CHAPTER

President
Sandra Robinson

Provincial Chair of the Board
Elaine Roper

Provincial President
Andrew Scipio del Campo

May 10, 2004

River Road Women's Institute
c/o Cathy L. Cook
R.R. #5
St. Thomas, ON N5P 3S9

Dear Friends:

From the Volunteers and Staff of the Heart and Stroke Foundation, please accept our heartfelt thanks for your past support of our work in the community.

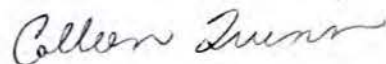
We very much appreciated your thoughtfulness in taking time to write your letter of March 31, 2004 notifying the Heart and Stroke Foundation of Ontario of your intentions not to participate in the Person to Person Campaign in 2005.

Your group in the last two years contributed \$1,495.00 to the Cause. A great effort - you should be very proud of!

We hope you will continue to support the Heart and Stroke Foundation of Ontario to fund life-saving heart and stroke research and essential health education.

Your participation in this campaign will be greatly missed.

Yours in health,



Colleen Quinn
Program Coordinator

cc: Cheryl Curtis
Area Manager

For more heart and stroke
information, visit
www.heartandstroke.ca
or call 1-888-HSF-INFO
(473-4636)



Finding answers. For life.

2003

Zone _____ Area River Road Telephone: (519) 633-1428

Telephone: _____



Please turn over

Captain's Report P2P - February 2004

Captain's Name: Cathy Cook
 Address: RR 5 St Thomas rd N5P3S9
 Telephone: (519) 639-1428
 # of Years Volunteering: _____
 e-mail: _____

Zone Leader's Name: _____
 Address: _____
 Telephone: (519) _____
 e-mail: _____

Zone: River Road Area: River Road Area

Streets Canvassed	Canvasser's Name	# of Yrs	Address	Phone	Receipt Book #	\$'s / Kit	Date Returned
<u>Pt. River Rd, Mill Rd</u>	<u>Gerry Munro</u>		<u>RR #2 Port Stanley N5L1J2</u>	<u>769-2964</u>	<u>937516</u>	<u>\$315.00</u>	<u>April 6/04</u>
<u>Coon Rd</u>			City _____ Postal Code _____				
<u>Munro Line, Ashmore Rd Cathy Cook</u>			<u>RR 5 St Thomas N5P3S9</u>	<u>639-1428</u>			
			City _____ Postal Code _____				
			City _____ Postal Code _____				
			City _____ Postal Code _____				
			City _____ Postal Code _____				
			City _____ Postal Code _____				
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