

**September 24, 2024**

**St. John Ambulance Southwestern Ontario Region  
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**Woodstock City Council  
City Hall  
500 Dundas Street  
Woodstock, ON N4S 0A7**

Dear Members of the Woodstock City Council,

**Subject: Request for Permission to Place Mobile Road Signs**

I am writing on behalf of St. John Ambulance Southwestern Ontario Region to formally request permission to place mobile road signs in Woodstock to inform the public of our recent change in training location. We believe that this signage will greatly assist in directing our participants to our new venue.

We propose to install 3 mobile road signs from October 7, 2024 to November 4, 2024, at the following locations:

1. **Vansittart Park**, at the intersection of Vansittart Avenue and Ingersoll Avenue.
2. **Southside Park**, at the intersection of Parkinson Road and Ferguson Road.
3. **Former SJA location**, 587 Canterbury St, Woodstock, ON N4S 4L1.

The purpose of these signs is to provide clear and visible notification to the community about our new training location, ensuring that individuals interested in our services can find us easily during this transition period.

Thank you for your consideration, we look forward to your response.



**Alexandra Chin**

**Business Development Manager  
St. John Ambulance Southwestern Ontario Region**