



August 7, 2025

Clerks Department
City of Woodstock
500 Dundas Street
Woodstock, ON N4S 0A7

Dear Mayor Acchione and Council,

On behalf of Parkinson Society Southwestern Ontario, I am writing to you today to ask for your approval to put up a temporary mobile sign up outside of Reeves Community Complex, located at 381 Finkle Street. We are working with ERB Signs who has graciously offered to donate the sign to us, which would ideally be up from August 18 to September 8.

Each year Parkinson Society Southwestern Ontario hosts the Walk for Parkinson's in the City of Woodstock for the Oxford County region. The Walk for Parkinson's is our premier fundraising event which allows us to continue to support people living with Parkinson's and their families in Southwestern Ontario. All funds that are raised locally at the Walk for Parkinson's go to Parkinson Society Southwestern Ontario so we can continue to offer support and programs to people living with Parkinson's, including the Woodstock Parkinson's Support Group.

As well as the Walk, there will also be fun, music and refreshments. It is a fun way to bring the community together for a great cause! The Walk for Parkinson's this year is taking place in Roth Park on Sunday, September 7 with Registration beginning at 1:00 pm and the Walk beginning at 2:00 pm. To learn more about the Walk for Parkinson's, we encourage you to visit our walk website <https://www.walkforpd.ca>

We specifically chose Reeves Community Complex as the location of our sign as we were looking for a high traffic location and thought this community-centric location would be ideal. The proposed sign location is approximately 5.5 metres (18 feet) from Finkle Street and would be placed perpendicular to the road.

The mobile sign is double-sided and contains digitally printed graphics on a half inch White Coroplast. The total height of the sign is 1.83 metres (72 inches), with 1.22 metres (48 inches) being the height of the face. The width of the face is 2.44 metres (96 inches). The thickness of the face is 1.2 centimeters (a half inch). The overall depth (leg to leg) is 1.22 metres (48 inches). The total weight of the sign is 13.61 kilograms (30 lbs). I am enclosing our drawing of the sign and the sign location with this letter.



Thank you for your time and consideration.

Sincerely,


Grace

Grace Ki
Marketing and Communications Specialist
Enclosure

 123-4096 Meadowbrook Dr London, ON N6L 1G4

 1.888.851.7376

 info@psso.ca

 psso.ca

 519.652.9267