Hoffmann-La Roche Limited

Mississauga, ON

Attn: Corporate Relations Department

December 2, 2013

Re: sponsorship request

On behalf of the Organizing Committee for the 2014 Ontario Ecology, Ethology, and Evolution Colloquium (OE3C), I am writing to request your sponsorship of this event, which will be held at the University of Guelph on May 8-10, 2014.

The OE3C is an annual conference that, for the past 44 years, has brought together student researchers from throughout Southern Ontario to share their work in the related fields of ethology, ecology, and evolution in an intimate and constructive forum; and to make contact with faculty interested in recruiting promising young researchers. With its broad focus on such diverse topics as evolution, genetics, psychology, conservation, and environmental science, OE3C typically attracts young researchers, post-docs, and faculty from across Ontario and beyond.

OE3C is hosted each year by a different University in Southern Ontario. As one of Canada’s top comprehensive research universities, The University of Guelph produces interesting research in each of the conference’s major areas of focus, and we anticipate that all will be represented in 2014 by students from our Biology, Psychology, and other Departments. Furthermore, the conference will feature four plenary lectures delivered by a group of outstanding scientists whose research programs span the featured disciplines and will be of broad appeal to the delegates.

OE3C is organized each year by graduate student volunteers from the host institution; however, as the conference does not have a Society association, there are no ‘seed’ funds available to support it. Registration fees are traditionally kept as low as possible in order to encourage student participation, but this requires external support. We hope you will consider contributing to the success of this conference through sponsorship. Sponsorship funds could be used to help us maintain a low registration fee for students, or to directly fund a specific event (e.g., poster session, plenary talk, or student award); while donated products featuring the Roche logo could be used as student awards or included in delegate registration packages. In all cases, your support will be gratefully and publically acknowledged (i.e., on our webpage, in the conference program, and in addresses to attendees). For your information, please find attached the anticipated conference schedule and expected budget.

Thank you for considering our request for your sponsorship of OE3C 2014. Please do not hesitate to contact us if you require any additional information.

Sincerely,

Heather Kinkaid

OE3C 2014 Organizing Committee

Email: oe3c2014@gmail.com