



Nordia Inc
3020 Jacques-Bureau, 2nd Floor
Laval, QC H7P 6G2

April 24th 2018

The Town of Fort Frances
Administration & Finance
320 Portage Avenue
Fort Frances, ON
Attention: Donna Kneisz

Via email
TO: dkneisz@fort-frances.com
CC:

RE: Contract# Collection Agency Services

Good day Donna,

This letter serves as notice, that at this time, and upon careful consideration, Nordia Inc. has decided to discontinue its relationship with The City of Fort Frances as it pertains to the Debt Recovery Program. Nordia will be ceasing active collection activities on all accounts effective May 14th 2018.

We kindly request that you forward to us any specific instructions pertaining to the termination of the services that do not already appear in the original agreement by April 30th 2018.

On behalf of Nordia, I would like to extend my gratitude to the City of Fort Frances team for the continued business over the years and wish you well in your future endeavors.

Best Regards,

A handwritten signature in black ink, appearing to read "R. Giguere", with a stylized flourish at the end.

Rafael Giguere
Director of Operations
Nordia Inc.
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Montreal, Quebec, H1V 3R9
rgiguere@nordia.ca