

March 11, 2009

Dear Nepean Support Services Client and/or Donor,

### **Important Notice Regarding Your Client and/or Donor Information**

On April 1<sup>st</sup> 2009, Nepean Support Services (NSS) will merge with the Western Ottawa Community Resource Centre (WOCRC). Merging with the WOCRC means that we will reduce duplication, which will allow a better use of financial resources.

***On April 1<sup>st</sup> 2009, as a result of the merger, the WOCRC will be the custodian of your client/donor information. NSS and WOCRC adhere to all legislative requirements to protect your privacy. We are committed to protecting your personal information, as it is given to us in trust and will remain confidential.***

#### **Your Client Information:**

Through your continued use of services, we shall assume that we have your consent to disclose your client information to the WOCRC as part of the merger.

The collection of client information is fundamental to providing quality services. If at any time you wish to withdraw this consent, please advise us. However, please note that withdrawing consent means that we will be unable to provide services to you.

If you have questions regarding your client information please contact:

Before April 1, 2009: Nepean Support Services 613-829-1133

After April 1, 2009: Western Ottawa Community Resource Centre 613-591-3686

#### **Your Donor Information:**

Through your continued support to NSS, we shall assume that we have your consent to disclose your donor information to the WOCRC as part of the merger.

Please note that the WOCRC does not rent, sell or trade their mailing list. The information you provide is used to keep you informed regarding the activities of the WOCRC, including programs, services, opportunities to volunteer or to give, special events, funding needs, recognition opportunities and more.

If at any time you wish to be removed from the mailing list, please contact:

Before April 1, 2009: Nepean Support Services 613-829-1133

After April 1, 2009: Western Ottawa Community Resource Centre 613-591-3686

#### **Donations Through Your Will:**

If you have decided to leave a gift through your will, it is important that you change the charity recipient from Nepean Support Services to Western Ottawa Community Resource Centre – Community Support Programs.

Charitable registration number: 12821 9201 RR 0001.

Thank you for your generous donations. With your continued support we can help seniors and adults with physical disabilities live independent, active and meaningful lives.

#### **Nepean Support Services – End of Era Event:**

On Thursday March 26, 2009 from 2:00 – 4:00 pm at Sir Guy Carleton High School, we will be holding a special meeting of our membership to vote on the dissolution of Nepean Support Services. We will also take the time to pay tribute to a great organization. Join us if you can, RSVP by calling 613-829-1133.