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BDO Canada Limited
20 Wellington Street E, Suite 500
Toronto ON M5E 1C5 Canada

March 7, 2024

ATTENTION: TO WHOM IT MAY CONCERN

Dear Sir/Madam:

Re: In the Matter of the Liquidation of the Library Services Centre Inc.

The Library Services Center Inc. (the "LSC"), with a registered head office of 131 Shoemaker Street, Kitchener, Ontario, passed a resolution to voluntarily windup pursuant to the *Not-for-Profit Corporations Act* (the "Act"). Further, on December 18, 2023, BDO Canada Limited ("BDO") was appointed as liquidator (in such capacity, the "Liquidator") pursuant to subsection 123(2) of the Act for the purpose of winding up the LSC's activities and affairs as set out in the Act.

The Liquidator understands that you may have engaged in business activities with the LSC. If any debts owing by the LSC to you remain outstanding, you may have a claim against the LSC, which the Liquidator may need to satisfy before the LSC can be wound up pursuant to the Act.

The Liquidator has commenced a claims process for any person who believes that it has a claim against the LSC. The claims process is necessary to assist the Liquidator in identifying and determining the validity of claims. If you believe that you have a claim against the LSC, please submit a proof of claim to BDO, in its capacity as Liquidator, to be received on or before 5:00 p.m. (Eastern Standard Time) on June 10, 2024 (the "Claim Filing Deadline"). Attached hereto please find enclosed a letter confirming BDO's appointment as Liquidator, as well as a blank proof of claim form and instruction letter.

Should a claim not be filed by the Claim Filing Deadline, the claim will not be considered for distribution purposes.

Should you have any questions with respect to these proceedings, please contact Ms. Antoinette Fielding of the Liquidator's office at afielding@bdo.ca or 416-865-0210. Additionally, blank proof of claim forms can be found on the Liquidator's website at <https://www.bdo.ca/services/financial-advisory-services/business-restructuring-turnaround-services/current-engagements/library-services-centre-inc.>

Yours very truly,
BDO Canada Limited
in its capacity as Liquidator of
the Library Services Centre Inc.
and not in its personal or corporate capacity
Per:

Matthew Marchand, CPA, CMA, CIRP, LIT
Senior Vice President