

**DATE**

Ms. Jodie Gallais  
Director, University Secretariat  
University of Lethbridge

**RE: Designate for GFC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Committee**

This is to confirm that **NAME**, **TITLE**, has been designated to serve on the GFC **Name** Committee on my behalf. This appointment is effective from **DATE** until **DATE**, unless otherwise revoked.

Sincerely,