

Steven Lee, Richmond Campus Director
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February 5, 2005

Jean Francois (J.F.) Cormier, Sales Manager
Audio Cine Films Inc.
1955 Cote de Liesse Road, Suite 210
Montreal, Quebec, Canada H4N 3A8

E-mail: jfcormier@acf-film.com
Web: <http://www.acf-film.com/>

Dear J.F. Cormier,

The Kwantlen University College Student Association, a registered non-profit Society under the Society Act of British Columbia, wishes to apply to receive a feature film licence as discussed with you via e-mail in November and December of 2004.

The cost of the licence would be \$0.25 per student on an actual total FTE enrollment of 9,720, according to the audited enrolment statement of Kwantlen University College for the year ended March 31, 2004, for a total cost of \$2,430.00.

The terms of the licence would be as follows:

- Unlimited access to regular VHS / DVD titles (video clubs, retail stores, etc.);
- Unlimited access to any and all pre-release titles (according to availability, as ordered at least one week before the date of showing, with shipping charges being covered by the Student Association);

- Free publicity and posters for each film; *and*
- All presentations shall be free of charge to the Kwantlen community (students, alumni, faculty and staff).

Kwantlen University College has four campuses located in the cities of Langley, Richmond and Surrey, British Columbia. The following on-campus locations have been identified as areas where films could be shown at any particular time:

1. Langley Campus...

- KSA Lounge: seats 15 - 20 people;
- One Classroom: seats a maximum of 35 people; *and*
- Auditorium: seats a maximum of 250 people.

2. Newton Campus...

- KSA Lounge: seats 20 - 30 people; *and*
- One Classroom: seats a maximum of 35 people.

3. Richmond Campus...

- KSA Lounge: seats 20 - 30 people;
- One Classroom: seats a maximum of 35 people;
- Conference Center Side A: seats a maximum of 65 people when setup for theatre style seating; *and*
- Conference Center Side B: seats a maximum of 180 people when setup for theatre style seating.

4. Surrey Campus

- KSA Café Lounge: seats 75 - 100 people;
- One Classroom: seats a maximum of 35 people;
- Conference Center Side A: seats a maximum of 150 people when setup for theatre style seating; *and*
- Conference Center Side B: seats a maximum of 70 people when setup for theatre style seating.

(Seating capacity information source: <http://www.kwantlen.ca/facilities/booking.html>.)

The Kwantlen Student Association agrees to track the following information for each showing of each film screened on campus:

- When the screening was held; *and*
- How many people attended the screening.

For the purposes of consistency, contacts for ordering pre-release films for each campus shall be the non-elected, unionized business office staff person on each campus. Currently our business office staff persons are as follows:

- Sharon Scarth: Langley (604-599-3298) & Newton Campus (604-599-3046);
- Stella Fong: Richmond Campus (604-599-2721); *and*
- Andrea Thomas: Surrey Campus (604-599-2126).

Our general manager of the Kwantlen Student Association, who is in charge of all staff and oversees the activities of each campus council is Penny Minor (604-599-2144).

In addition to the online database and new-release information page at <http://www.acf-film.com/>, the Kwantlen Student Association requests that ACF Films provide the Student Association with up-to-date information regarding all up-coming pre-release films as well as all other relevant information about which films can be shown on campus.

As per the Kwantlen Student Association regulations, all contracts and agreements must be signed by two of either: The Director of External Affairs (Laura Anderson), The Director of Finance (Duncan McDonald), the Director of Operations (Jeff Nelson) or the General Manager (Penny Minor).

Funding for the feature film licence from ACF, as based on the quote received in the fall of 2004 (as referenced in paragraph 2 of this letter) was passed by the Kwantlen Student Association Board of Directors in the 2005 budget proposal on January 28, 2005.

The desired start date for screening of films on-campus shall be as soon as possible, and no later than February 11, 2005, for a one-year term ending February 11, 2006.

The Kwantlen Student Association shall be setting up an executive procedure that outlines the above requirements for showing films at Kwantlen through this licencing agreement.

Upon receipt of this letter, please issue an invoice and an agreement to the following contact:

Penny Minor, General Manager
Kwantlen Student Association
12666 - 72nd Avenue
Surrey, BC, V3W 2M8

Phone: (604) 599-2144
FAX: (604) 599-2126

Respectfully submitted,

Steven Lee, Richmond Campus Director
Kwantlen Student Association