

September 25, 2017



The Montreal Cavalry Institute
c/o: Steven Barrette, Secretary
652 Westluc Cote St-Luc,
Quebec. H4X 1P7

To Current and Former Hussars and friends and supporters of the Regiment:

Subject: Update and Annual Fundraising for the Montreal Cavalry Institute (formerly the RCH Institute)

We are writing to inform you of recent changes and request your financial support for the coming year.

First, let us describe the changes. The Institute was incorporated in 1935 to own and operate an equitation center adjacent to the armouries in conformity with the terms of a land grant by the City of Montreal, which allowed the construction of Canada's only cavalry-orientated armoury. The Institute's equitation activities continued until the Second World War, when the Regiment converted to a mechanized unit. Since then, it has raised funds for the benefit of the Regiment and the unit fund.

In 2015, at the Regiment's request, a group of former officers undertook the writing of a Regimental History. At first, it was proposed that this project be sponsored by the unit fund, but this proposal was rejected by the Brigade Headquarters, who requested that the project to be undertaken by a separate entity. The Institute accepted to undertake the project, however, in order to do so, it needed to make some changes to its structure and become a registered charity, independent of the military chain of command. The changes included a modernisation of its charter, a name change, a change in address, and a change in the board of directors, to ensure that a majority of directors were not serving members of the military. The Institute completed these changes and became a registered charity in the summer of 2017, giving it the ability to issue tax receipts. Despite being an independent entity, the Institute is committed to supporting and collaborating with the Regiment and the RCH Association.

Currently, the Institute is looking to finance two projects and to make a contribution to the RCH Unit Fund. Its principal project is to publish a 1,000-page two-volume Regimental history in or about 2020. Although the history will be largely written by three unpaid volunteers – Steve Linton, Anthony Kellett and John Cochrane – there are multiple costs amounting to more than \$100,000 that need to be covered by the Institute. This include editing, formatting, printing, translating, rights to reproduce pictures, etc. The books will be sold at a price of \$100 plus applicable taxes, but the sale of books is only expected to cover a fraction of the costs. The second project is aimed at preserving a 30-minute film of the Regiment in the 1960's and converting it to a medium that is accessible using current technology. Finally, the Institute intends to make a donation to the Regiment's unit fund, which is used by the Commanding Officer to pay for discretionary expenses that benefit all of the active serving members but that cannot be paid for by Government funds.

The Institute is now requesting your financial support so that it can continue its operations and pursue the projects outlined above. We encourage you to make a donation, and to order an advance copy of the Regimental History. We encourage you as well to complete the enclosed donation information form.

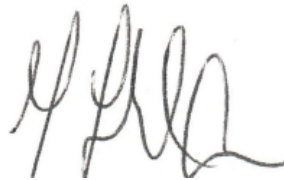
In closing, we would like to thank you for your financial support to the Institute, the Regiment and its association. This is very much appreciated.

Thank-you and best regards

The Board of Directors of **The Montréal Cavalry Institute**



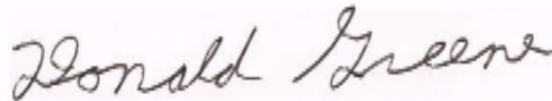
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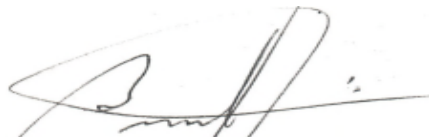
Steven Barrette
Secretary



Don Greene
Treasurer



Karl Kramell
Director



Bernie Ciarroni
Director

cc. Commanding Officer, The Royal Canadian Hussars (Montreal)

Note : For more information regarding the Montreal Cavalry Institute and its projects, please consult the Institute pages on the RCH Association website: <http://rch.ca/en/>

The Montréal Cavalry Institute

Information sheet

Name and address

| | | |
|---|------------------------------|---|
| Name | | |
| Rank: Current or last | | |
| Address | Number, Street and apartment | |
| | City | |
| | Province | |
| | Postal code | |
| History with the unit or the Armed Forces | | |
| email address | | |
| Tick your choice | | I authorize the Institute to communicate with me via e-mail |
| | | Please do not contact me via e-mail |
| Signature | | |

Details of donation and allocation, if applicable

\$

| | | |
|---|---|--|
| General donation (allocated by board to highest priorities of the Institute) | | |
| <small>Please donate a minimum of \$50 to this category</small> | | |
| Membership, if you are a member of the Institute (50\$ in 2017 and 2018) | | |
| Specific causes (indicate each cause, if applicable) | 1 | |
| | 2 | |
| | 3 | |
| Total amount of Donation | | |

Advance order for a history book

| Number of copies | 1 | 2 | 3 | |
|---------------------------|---------------|---------------|---------------|------------------|
| Unit price | 100,00 | 100,00 | 100,00 | |
| Total amount | 100,00 | 200,00 | 300,00 | |
| 5% Goods and Services Tax | 5,00 | 10,00 | 15,00 | 741736326RT0001 |
| | 105,00 | 210,00 | 315,00 | |
| 9,98% Quebec sales tax | 10,48 | 20,96 | 31,44 | 1223962161TQ0001 |
| Total amount | 115,48 | 230,96 | 346,44 | |

If you are not a resident of Quebec, please omit Quebec Sales tax

Number of copies

On this line please indicate the amount calculated above

Total amount : Donation and order

Please address your cheque to **The Montréal Cavalry Institute**, and send it to the Institute's correspondence address: Care of Steven Barrette, Corporate Secretary, 652 ave. Westluxe, Cote St-Luc, Quebec, H4X 1P7

Please do not forget to indicate your choice regarding email communications and to sign your form.