



Irish Institute of Legal Executives Ltd.

Ms Oonagh Casey
Dublin City Council
Civic Offices
Wood Quay
Dublin 8

21st September 2016

Attention of the Protocol Committee

Dear Sir/Madam,

The Board of the Irish Institute of Legal Executives (IILEX) would like to apply for the use of Chambers of City Hall to host a talk for our members in October or November 2016.

You kindly facilitated our talks on previous occasions and our members and directors appreciated very much the use of such a prestigious venue.

I understand that you meet on the 29th September and that hopefully this could be on the agenda.

Looking forward to your reply.

Thank you in anticipation.

Kind regards,

A handwritten signature in cursive script that reads 'Veronica Duffy'.

Veronica Duffy

Vice-President.