

## How to Submit Your Letter

- Your letter must be received at the CRTC by 8:00 p.m. Ottawa time **Friday April 5th, 2013**. Letters received after this date **will not** be accepted by the CRTC.
- Please note that you must send a separate copy of your letter to Bell. The CRTC website does not provide the ability to copy an applicant directly. Instructions to do so are at the bottom of this document.
- Please ensure your letter is addressed to:  
Mr. John Traversy  
Secretary General  
Canadian Radio-television and Telecommunications Commission  
Ottawa, Ontario K1A 0N2
- Please include the line **\*\*\*End of document\*\*\*** following the last paragraph of your letter if you plan to submit your letter electronically. This will help indicate to the CRTC that your letter was not damaged in any way during electronic transmission. Please also include a “cc: Bell” at the conclusion of your letter to indicate to the CRTC that a copy will be sent to Bell.
- Your letter of support can be sent to the CRTC online via their website, by fax or by mail:

### Online via the CRTC website

- i. Go to the CRTC’s website at [www.crtc.gc.ca](http://www.crtc.gc.ca). In the middle of the Home page, under “Public Proceedings”, click the link for “Broadcasting proceedings open for comment”.
- ii. Scroll down to Notice Number **2013-106** and click on “Submit”.
- iii. Choose “I Agree” following the Terms of Use statement.
- iv. Select “Option #1 Submit an intervention or comment.”
- v. Select “**2013-0244-7: Astral Media Inc.**”
- vi. Indicate that your comments are “in support” of the application, and insert your comments in the field provided OR browse and upload the letter you wish to submit from your computer.
- vii. In the next step, you will be asked if you wish to appear at the hearing. If you request to appear, you will be asked to provide a reason why. You may simply indicate that you would like to expand on your written submission.
- viii. Follow the remaining steps until the process is complete. After filling out the form with your personal information, please ensure to check the box next to the statement “**I will be sending a copy of my comments to the applicant and to any other person that the Commission has directed. I agree to provide proof to the Commission upon request.**” Please note that you must send a separate copy of your letter to Bell. The CRTC website does not provide the ability to copy an applicant directly.

**By Fax:** (819) 994-0218, to the attention of the Mr. John Traversy, Secretary General of the CRTC.

**By Mail:** (Please note: we strongly encourage you to submit your letter online or by fax in order to ensure that it arrives at the CRTC by the deadline of Friday April 5<sup>th</sup>, 2013.)

Mr. John Traversy  
Secretary General  
Canadian Radio-television and Telecommunications Commission  
Ottawa, Ontario K1A 0N2

### **Sending To Bell**

- A copy of your letter that you send to the CRTC must also be sent to Bell. You can forward a copy of your letter to the attention of:

**Mirko Bibic**, Chief Legal & Regulatory Officer and Executive Vice President

**Email:**

bell.regulatory@bell.ca or david.spodek@bellmedia.ca

**By Fax:**

613-560-0472 or 416-384-4580

**Via regular mail at either of the following addresses:**

Mirko Bibic, Chief Legal & Regulatory Officer and Executive Vice President  
BCE Inc.  
160 Elgin Street, 19<sup>th</sup> Floor, Ottawa, ON K2P 2C4

David Spodek, Senior Manager, Regulatory Affairs  
Bell Media Inc.  
299 Queen Street W., Toronto, ON M5V 2Z5

- If you have any concerns or questions about this process, please contact David Spodek at [david.spodek@bellmedia.ca](mailto:david.spodek@bellmedia.ca). Remember, the deadline to send in your letter is **Friday April 5th, 2013.**
- We appreciate your support and **THANK YOU** for taking the time to write in support of Bell and Astral.