



May 31, 2024

**Corporate Headquarters**

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First Capital is committed to providing a barrier-free environment for all stakeholders, including our tenants, employees, job applicants, suppliers, and any visitors who may enter our premises, access our information, or use our services. As an organization, we respect and uphold the requirements set forth under the Accessibility for Ontarians with Disabilities Act, 2005, and its associated regulations.

First Capital understands that we have a responsibility for ensuring a safe, dignified, and welcoming environment for everyone. We are committed to ensuring our organization's compliance by incorporating accessibility legislation into our policies, procedures, equipment requirements, training, and best practices. We will review these policies and practices annually, as organizational changes occur, or in anticipation of compliance deadlines. In addition, we will strive to meet the needs of individuals with disabilities in a timely and effective manner.

Providing an accessible and barrier-free environment is a shared effort, and we are committed as an organization to working with the necessary parties to make accessibility for all a reality. For more detailed information on our accessibility policies, plans, and training programs, please contact the Accessibility team at [accessibility@fcr.ca](mailto:accessibility@fcr.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Paul".

Adam Paul  
President and Chief Executive Officer