## **Tom Stewart**

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1st May 2018

## **Adam Gordon**

Local Network Contact UN Global Compact

To whom it may concern:

We are writing to request a 90 day extension on the submission of our Communication on Engagement (COE) currently due on 9 May 2018.

As a school, our programs have a scheduled annual end point. The 90 day extension will allow us to prepare our CEO after the completion of our current academic year and include the entirety of this year's program in the report.

We hope that you will grant this additional grace period.

Thank you,

Tom Stewart