**<Letterhead>**

**Subject: Return of Schedule Service to Kingston Airport**

To Whom it May Concern,

On behalf of [organization/business], please accept this letter in support of the City of Kingston, Tourism Kingston, and Kingston Economic Development Corporation, who are collectively advocating for the return of scheduled air service at the Kingston airport which services the Eastern Ontario region.

The reinstatement of air travel is a critical link for our community. An air service significantly increases travel and commuting options to the region. An air service increases the number of market opportunities by enabling individuals to conveniently reach destinations nationally and internationally.

Regular scheduled air service is an [essential service] for [Company name]. [optional: Brief company description] Our company estimates, [insert number of travelers who would use this service in your organization, number of flights per year].

[Company name] is pleased to support the initiative to re-instate regular scheduled air service. Connectivity through air service is an essential service for many businesses operating in Kingston and the surrounding region.

Thank you for considering our support in this matter.

Sincerely,

[Your Name]

[Your Title/Position]

[Organization/Business Name]