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**VIA ELECTRONIC TRANSMISSION**

March 28, 2016

**TO ALL APPLICABLE EXCHANGES AND COMMISSIONS:**

**RE: MICROMEM TECHNOLOGIES INC**

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We are pleased to confirm that copies of the following proxy-related materials were mailed on March 24, 2016 to the registered shareholders and the Non-Objecting Beneficial Owners ("NOBO"):

- 1 Proxy with Request for Financial Statements - Registered Shareholders
- 2 Voting Instruction Form with Request for Financial Statements - NOBOs
- 3 Notice of Meeting and Management Information Circular - NOBOs  
Requesting Full Package
- 4 Proxy Return Envelope

Yours truly,  
**TMX Equity Transfer Services**

*"Rosa Vieira"*  
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