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MEMORANDUM

2023 JUL 27 AM 8:24
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

To: Steven Contente
Town Administrator

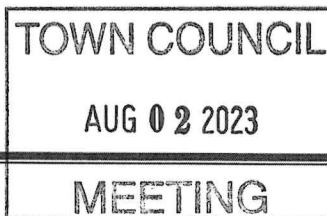
From: Warren Rensehausen, CPRP
Director
Bristol Parks and Recreation Department

Date: July 26, 2023

Re: **Black Ship's Festival– Independence Park Mobile Food Establishment event on August 12, 2023**

The Department of Bristol Parks and Recreation supports the Black Ship's Festival request, and ask the following;

- Allow open access to Independence Park and any sidewalk or walkway in the vicinity.
- Remove any rubbish and signage that the event accumulates.
- Provide payment for any damage done to the grounds or property of Independence Park from this event.
- Verify that any vendors have proper licensing from Town Clerks office
- Be sure that no vehicles enter or exit from the Park during the event without an event organizer guiding them.
- Contact the Parks & Recreation director or designee in advance and post event to meet onsite .



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STEVEN CONTENTE
Town Administrator