

*Warren Rensehausen, CPRP*  
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## RECREATION BOARD

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## MEMORANDUM

To: Steven Contente  
Town Administrator

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

Date: July 17, 2024

Re: **Black Ship's Festival– Independence Park Dancing and Entertainment license for event on August 17, 2024**

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 .

A handwritten signature in black ink, appearing to read 'Warren Rensehausen', is written over the bottom right of the list of requirements.

2024 JUL 17 AM 11:17  
TOWN CLERKS OFFICE  
BRISTOL, RHODE ISLAND