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MEMORANDUM

2024 JUL 17 PM 2:32
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

To: Steven Contente
Town Administrator

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

Date: July 17, 2024

Re: Black Ship's Festival– Rockwell Park Mobile Food Establishment event on August 16, 2024

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

- Allow open access to Rockwell 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 Rockwell 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 .
- Coordinate with the Harbormaster.

Concur
[Signature]
7-17-24