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MEMORANDUM

2024 JUL 17 AM 11:17
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 Dancing and Entertainment license for 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 for setup.

Concurrence
[Signature]