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MEMORANDUM

2023 MAR 20 AM 8:43

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

To: Steven Contente
Town Administrator

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

Date: March 17, 2023

Re: **Annual Fourth of July Committee request for permission to use basketball court for block dance on the Bristol Town Common, June 17, 2023**

The Department of Bristol Parks and Recreation supports the 4th of July Committee's request, and ask the following;

- Allow open access to Town Common and any sidewalk or walkway in the vicinity.
- Remove any rubbish that the event accumulates.
- Provide payment for any damage done to the grounds or property of the Town Common from this event.
- Contact the Parks & Recreation Department for access to power the day of the event.
- Verify that all vendors have proper licensing from Town Clerks office
- Be sure that no vehicles are on the grass during the event, vendors should be on road
- Contact the Parks & Recreation director in advance of the event

Steven Contente
STEVEN CONTENTE
Town Administrator