



MEMO

To: Health and Recreation Committee
From: Community Enrichment Coordinator
Date: September, 3rd 2025
Re: Animal Request

Dear Special Events Committee,

I am requesting permission to include the Buchanan Badgers 4-H animals at our upcoming Fall Fest event. This event will be held at the Farmers Market Lot (101 Crooks Ave) on Saturday, October 11th from 8am – 12pm. This event celebrates the close of the farmer's market season with one last festive fall gathering. It's a community-centered occasion packed with fun, education, and activities for the whole family to enjoy. One of the highlights we would like to include is an exhibition of 4-H animals. This would be an enjoyable experience for all attendees, and an educational opportunity to learn more about agriculture, animal husbandry, and the 4-H program. We will ensure all animals are kept in secure and clean enclosures that meet health and safety regulations. There will be trained members and adult supervision at all times. Thank you for your consideration. I am happy to discuss any questions or concerns you may have. I look forward to making this event a memorable and enriching experience for all.