



September 15, 2025

Dear Mackinac Island City Council,

This letter serves as a formal request for approval to display two sets of banners during the Fall Fudge Festival, scheduled for October 2-4, 2025.

Mackinac Island Tourism Bureau booth

- 2 banners
 - **Banner 1:** 4 feet by 2.5 feet
 - **Banner 2:** 8 feet by 2.5 feet
- Timeline
 - October 2-4, 2025
- Graphic
 - Promoting Fall Fudge Festival

Community Hall

- 1 banner
 - 6 feet by 2 feet
- Timeline
 - October 3, 2025
- Graphic
 - Promoting West Michigan Bootscooters (dancing in Community Hall that evening)

All banners are constructed of mesh material to ensure wind resistance and are equipped with grommets at two-foot intervals for secure attachment. They will be affixed to structures with zip ties.

Please note, these are the same banners that were utilized at previous Fudge Festivals.

Should there be any inquiries or concerns, please do not hesitate to contact us. We extend our sincere gratitude.

Sincerely,

Steph Castelein

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906-430-8088

Managing Director

Mackinac Island Tourism Bureau