



## Appleton Elks Lodge #337

August 17, 2016

Cathy Bolwerk  
Administrative Clerk III  
City of Appleton  
100 N. Appleton St.  
Appleton, WI 54911-4799

Dear Cathy:

The Appleton Elks Lodge #337 would like to request a change to our liquor license to accommodate a function at our lodge on the 10<sup>th</sup> of September 2016. Our annual charity golf outing is that day and after the outing at Reid Municipal golf course, we will be hosting the awards, prizes and dinner at the lodge from approximately 3:00 until 9:00 pm.

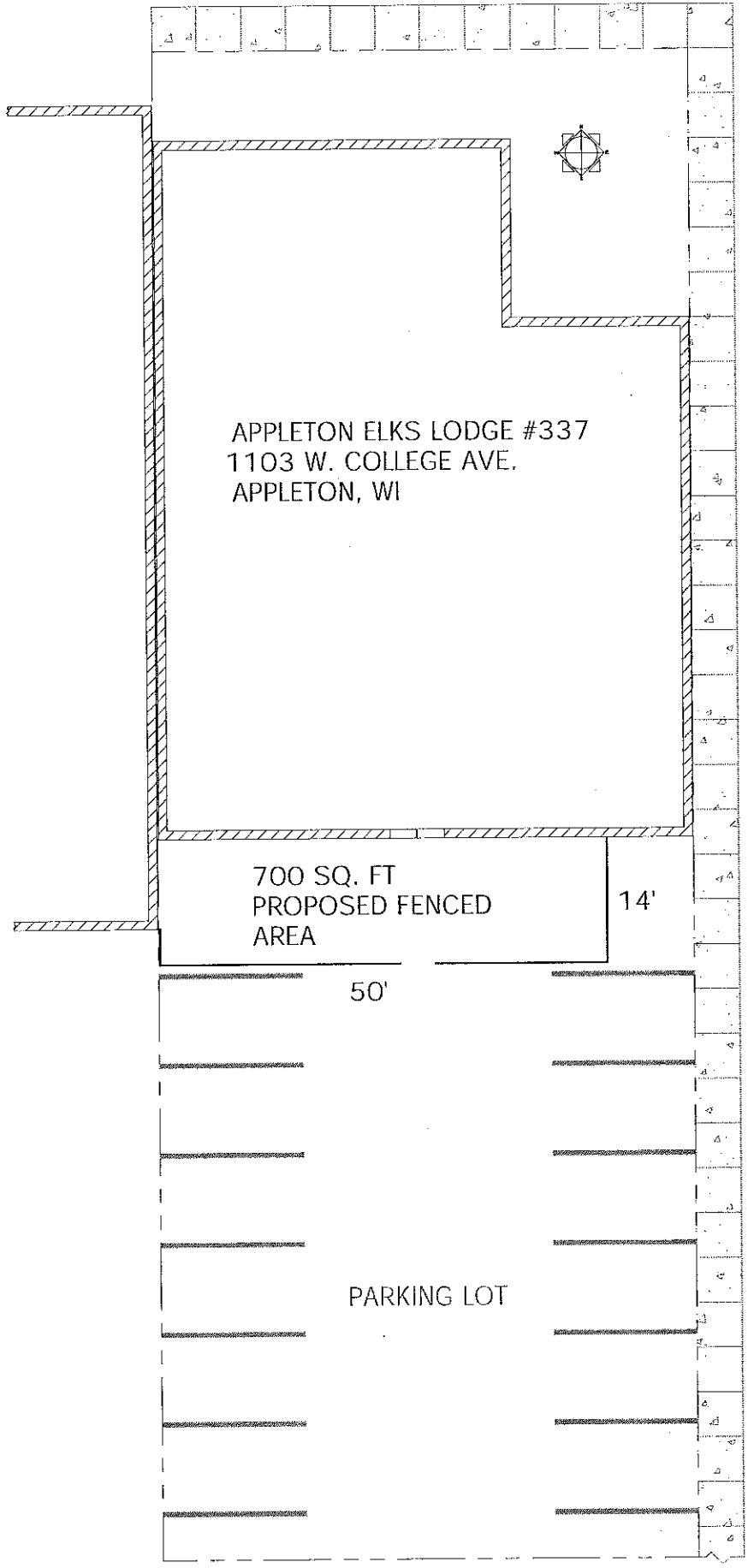
Because of the number of golfers we are expecting, we would like to have an overflow area outside the back of the lodge to allow guests the opportunity be outside the lodge. Attached is the layout of the lodge and the area we would like to fence off for the event. The fence will be installed by Valley Custom Fence, LLC and be removed after the event is over. It will consist of different styles of fence ranging from 4' high to 6' high and be a temporary enclosure, with one controlled gate to the area.

Please look it over and contact me with any further questions.

Sincerely,

A handwritten signature in black ink that reads "Jim Marks". The signature is written in a cursive style.

Jim Marks, President



APPLETON ELKS LODGE #337  
1103 W. COLLEGE AVE.  
APPLETON, WI

700 SQ. FT  
PROPOSED FENCED  
AREA

14'

50'

PARKING LOT