



To: City of Appleton Public Works Department  
From: Appleton Downtown Inc.

May 15, 2013

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Please accept this letter of request for an occupancy permit for the public right of way for the colored concrete along College Ave. from Drew Street to Richmond Street – both sides of the street. Appleton Downtown Inc. is partnering with Heid Music and Feeding America to be the first sister city to the Spokane street music week. Please see the attached article.

Appleton Street Music Week will feature acoustic musicians (primarily solo and duo acts) on the colored concrete areas of the sidewalk along College Ave. between the time of noon and 1pm each day June 10 through the 14<sup>th</sup>. Performers will play to raise money for Feeding America.

This special musical feature requires no street closures, no power needs, no paid musicians, no vendors.

Attached is payment of \$40 and once approved we will also send the necessary certificate of insurance.

Thank you,

A handwritten signature in black ink, appearing to read "Jennifer Stephany", is written over the typed name.

Jennifer Stephany  
Executive Director