



"...meeting community needs...enhancing quality of life."

LEGAL SERVICES DEPARTMENT

Office of the City Clerk

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Appleton, WI 54911

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www.appleton.org

August 24, 2018

Notice Provided:
Via Mail & Email

Christopher F. Ray
Focused Culture LLC
1500 E. Longview Drive, #30
Appleton, WI 54911

chrisraybooking@gmail.com

This letter is to notify you that we are in receipt of your application for a Special Event License for Focused Culture LLC, Truth Music Jam, on September 29, 2018. Upon review of your application, the following department has recommended the denial of your event for the reasons cited:

Police Department:

- Conflicts with one of the largest Special Events in Appleton
- Lack of Police resources
- Insufficient/congested parking

You have the right to appear before the Safety and Licensing Committee to appeal this recommendation. To do so, please contact the City Clerk's Office in order to be placed on the Agenda of the Safety and Licensing Committee. Failure to contact the City Clerk's Office within a reasonable time frame to appeal the denial may result in the Safety & Licensing Committee meeting date occurring after your scheduled event date.

Regular meetings of the Safety and Licensing Committee take place on the second and fourth Wednesday of each month at 5:30 p.m. in the Council Chambers at City Hall, 100 North Appleton Street, Appleton, Wisconsin.

Again, should you choose not to appeal this recommendation, your application will be considered denied and your Special Event will not be permitted to occur.

If you have specific questions relating to this matter, please contact the City Clerk's office for further assistance.

Sincerely,

Kami Lynch, City Clerk