

**ROUNDY'S SUPERMARKETS, INC.**

PICK 'N SAVE · COPPS · METRO MARKET · MARIANO'S

PO Box 473  
Milwaukee, WI 53201

414-231-5000

July 12, 2017

**VIA ELECTRONIC MAIL**Ms. Cathy Bolwerk  
City of Appleton  
Office of the City Clerk  
100 N. Appleton Street, 6<sup>th</sup> FL  
Appleton, WI 54911

Re: Modification to Premise Description

Dear Cathy:

Ultimate Mart, LLC, the owner and operator of the Pick 'n Save located at 511 West Calumet Street in Appleton (the "Store"), hereby formally requests an amendment to the premise description on the "Class A" license issued to the Store to encompass the ClickList service as described below.

The Store's program named "ClickList" will allow customers to submit an online order for grocery, alcohol and tobacco products. A designated ClickList shopper, which is a Store employee, selects the customer's items and generates a receipt. The customer is then notified that the order is available for pickup. The pickup occurs in the designated parking stalls. The shopper will load the merchandise into the customer's vehicle. If the order contains alcohol or tobacco product, the customer's age will be verified by the shopper prior to the transfer of these products. After the product is loaded into the customer's vehicle, the shopper reenters the store and finalizes the transaction.

The ClickList service will be available to our customers daily between the hours of 8:00 a.m. and 8:00 p.m. There will be approximately 12-14 employees trained to be shoppers. The shoppers will be 18 years of age or older and hold a City issued bartender's license. A site plan identifying the designated ClickList parking stalls is attached for your review.

The current premise description on the license reads as "*511 West Calumet Street – single story building – retail grocery and liquor.*" Please amend the language to read: *511 West Calumet Street - retail grocery and liquor store with exterior parking stalls designated for the merchandise pickup service.*

Please contact me with any questions you may have at 414-231-5904 or [jessica.ditscheit@roundys.com](mailto:jessica.ditscheit@roundys.com).

Very truly yours,

ROUNDY'S SUPERMARKETS, INC.

Jessica M. Ditscheit  
Paralegal

Attachment



