



July 22, 2013

City of Foley Parks Department
120 West Verbena Avenue
Foley, AL 36535

To Whom It May Concern:

Please allow this letter to serve as our official request to use the Foley's Heritage Park for a festival on Saturday, October 19, 2013. The Orchard Ministries is a non-profit organization that would like to use this festival to raise money for an orphanage in Haiti. These orphans are supposed to be removed from their current housing on January 1, 2014. Local residents Gordon and Angie Lipscomb are moving to Haiti to work at this orphanage. The monies raised will help buy supplies and building materials for the orphanage.

We plan to have arts and crafts booths, vendors selling thirty-one merchandise, etc. We will not have any jumpy castles or the like. We plan to have food vendors and have contacted the Baldwin County Health Department regarding our ideas. We will also invite local groups to entertain, specifically local dance troupes, church singing groups and youth groups. We want to ensure a family-friendly festival free from profanity and alcohol. We will closely monitor the vendors to ensure no inappropriate materials are present.

As we are a non-profit organization raising monies for an orphanage, we respectfully request that you waive the fee for the use of the park.

Should you have any questions or need additional information, please do not hesitate to contact me at 334-322-5002.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori M. Brock". The signature is fluid and cursive, with the first letter of the first name being a large, stylized capital 'L'.

Lori M. Brock
Event Coordinator

19873 Bohemian Hall Road, Silverhill, AL 36576 334-322-5002

Return to:
City of Foley Parks Department
120 West Verbena Avenue
Foley, Alabama 36535
Phone: 251-971-6013
Fax: 251-943-7432

CITY OF FOLEY, ALABAMA
APPLICATION FOR PERMISSION
TO USE HERITAGE PARK PAVILION

Applications Must Be Received at Least Two (2) Weeks Prior to the Event.

NAME: The Orchard Ministries

ADDRESS: 19873 Bohemian Hall Road Silverhill, AL 36576

PHONE NO.: 334-322-5002 FAX NO.: _____

TYPE OF EVENT: Festival

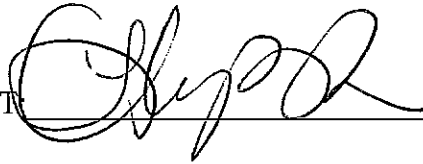
DESCRIPTION OF ALL ACTIVITIES/FACILITIES INVOLVED (include whether food or beverages will be served, tents erected, music, power requirements, etc.): We would like to use Heritage Park and the Pavilion to host a festival to help raise money for the orphanage at which local residents Gordon and Angie Lipscomb are going to serve in Haiti. The orphans have to be out of their current housing by January 1, 2014, and we would like to help buy supplies and materials for the new orphanage. We plan to have arts and crafts booths, vendors such as Pampered Chef and Thirty-one, and sell food items. We will contact the Baldwin County Health Department regarding our plans as required by the application. We will also invite local dance groups, youth groups and church musicians to participate in the entertainment. We will closely screen and monitor vendors to ensure no inappropriate materials.

DATE OF EVENT: October 19, 2013

TIME OF EVENT: FROM 7:00 am TO 7:00 pm (including set up and clean up)

MAXIMUM NUMBER OF PERSONS: unknown? Estimates of 200 to 300 spread throughout the course of the day

I have read and I understand the Rules on the reverse side which govern my application and use of the Pavilion and Park, and I hereby agree and consent to the same.

SIGNATURE OF APPLICANT  DATE: 07/23/2013

NON-REFUNDABLE USAGE FEE DUE WITH APPLICATION:

\$225.00 minimum for first three (3) hours and \$75 per hour for each additional hour.

FOR CITY USE ONLY