



January 14, 2019

City of Foley
Mayor & Council
P.O. Box 1750
Foley, AL 36536

Dear Mayor and Council,

The South Baldwin Chamber of Commerce requests permission to hold the 15th Annual Gulf Coast Hot Air Balloon Festival at the Foley Sports Complex, located on Highway 98. The festival would encompass the use of the soccer field and parking lot of the baseball complex. The three day festival is planned for Friday, May 3, Saturday, May 4 and Sunday, May 5, 2019 and set up will begin on Monday, April 29, 2019.

Additionally, the South Baldwin Chamber of Commerce requests assistance from the Parks & Recreation Department in preparation of the grounds by mowing the grass, treating grounds for ants, trim/cut dead limbs from trees, mark off any restricted field areas where driving is not permitted, hosing down the outside of the concession stand, moving bleachers and trash cans and the use of barricades as well as trash pickup and cleanup. We would like to request that the mowing of the grass, treating grounds for ants, trimming/cutting dead limbs from trees be done once a month (effective immediately), once at the beginning of April and once before the week of the event. We also request the assistance of the Foley Police and Foley Fire departments during the event. Lastly, we request the permission to sell and serve alcohol on the festival grounds on May 3, 4 & 5, 2019.

Thank you for your consideration.

Sincerely,

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

Rachel Spear
Events Director