



October 6, 2016

Bob Malley  
Town Hall  
320 Ocean Hall Road  
Cape Elizabeth, Maine 04107

Dear Bob:

Please accept this memo as an official letter of request for permission to use Fort Williams Park once again for pre-race activities and for the finish of the 20<sup>th</sup> Annual TD Beach to Beacon 10K Road Race. The race is scheduled for Saturday, August 5, 2017.

We would also wish to reserve Tuesday, August 1st through Friday, August 4th as set up days. We anticipate using the same locations within the park as in the past (lower field, upper field near flag pole and field near gazebo and soccer field for kid's event on Friday night). Additionally, we are requesting permission to conduct the High School mile within the park on Friday night before the annual kid's event.

We are also considering holding the Wednesday evening Volunteer Appreciation Party (4pm – 8pm), Friday morning press conference (9am – 11am) and the Saturday VIP Lobster Bake (5pm – 8pm) at the Fort. We would want to request an alcohol license to have a beer garden at both the Volunteer Party and Lobster Bake. Please advise if we need to file a separate application for the alcohol license. As such, we would need to set up one additional tent closer to the water's edge on the field where the race finishes.

In advance, many thanks for your continued support and cooperation.

Kind regards,

A handwritten signature in cursive script that reads "Dave McGillivray".

Dave McGillivray  
Race Director

cc/Mike Stone  
cc/Matt West  
cc/Andy Deschenes