



DOWNTOWN
WEST ALLIS
INCORPORATED

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RECEIVED

OCT 21 2015

CITY OF WEST ALLIS
MAYOR

October 20, 2015

Mayor Dan Devine and Common Council Members
City of West Allis, City Hall
7525 W. Greenfield Ave.
West Allis, WI 53214

Dear Honorable Mayor Devine and Common Council Members:

The Downtown West Allis Business Improvement District (BID) is planning to again sponsor **Christmas On The Avenue** on Saturday, December 5, 2015 from 1:30 to 3:30pm. Christmas On The Avenue will feature roving entertainment, scavenger hunt, hay rides, storyteller and children's crafts and games.

We are requesting the assistance from the City of West Allis for approximately 30 traffic cones to be used throughout this event. A letter outlining this request will be sent to Public Works prior to the event.

The BID holds a one-million dollar event insurance policy with the City listed as an additional insured.

The BID wishes to send continued thanks to Mayor Devine, Common Council and Department of Public Works for your on-going support.

If you have any questions, please me at 774-2676. Thank you.

Sincerely,

Dianne M. Eineichner
Executive Director

Encl

cc: Mike Lewis, Dave Wepking, Doug Bartels, Alderperson Probst and Alderperson Weigel.



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BUILDING A POSITIVE IMAGE THAT ENCOURAGES CUSTOMER GROWTH
AND WELCOMES COMMUNITY INVOLVEMENT

