

Beaverton Agricultural Society  
P.O. Box 459  
Beaverton, ON., LOK IAO

July 27, 2023

The Township of Brock  
Box 10  
Cannington, ON.,  
LOE IEO

On behalf of the Beaverton Agricultural Society, I am writing to inform you of the 170<sup>th</sup> Annual Beaverton Fall Fair event that we are planning from Friday September 15<sup>th</sup>, 2023 through Saturday, September 16<sup>th</sup>, 2023. This year the Fair theme is "Blue Jeans and Country Dreams".

We are asking for permission, as well as a permit to hold our Children's Parade. The parade will take place on Friday September 15<sup>th</sup>, 2023. The parade will be leaving the Beaverton public Library at 12:15 pm and travel down Simcoe Street on to Main Street East and entering the Fairgrounds at the last entrance on Main Street. The Beaverton Agricultural Society will provide our Certificate of Insurance, which is currently on file with the Township. In addition, we would also ask that the Township coordinate on our behalf with the Region of Durham any other permits that we may require.

We would also like to extend an invitation to all members of Council to participate in the Parade. It will provide a wonderful opportunity to meet with the children and parents of our town.

Additionally, we are asking for an "in-kind donation" and your assistance with material and administrative support for the Fair. Attached page to provide the necessary details.

We are looking forward to your continued support and participation with the Beaverton Fair.

Sincerely,

*Amanda Lau*

Amanda Lau, Secretary

Beaverton Agricultural Society

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## Request for Material Support and Administrative Assistance

Children's Parade—Request permission to hold the parade and also ask that the Township coordinate on our behalf with the Region of Durham for any other permits that we may require.

Arena Access—Request access to the Arena after hours for any set up prior to the Fair.

Fairgrounds set up—request the following equipment be delivered by Thursday, September 14<sup>th</sup> for distribution prior to the commencement of the Fair:

- Additional garbage containers and recycling bins;
- Six portable toilets, one to be handicapped accessible;
- Two portable hand-washing stations;
- Fifteen picnic tables;