

Cynthia Hernandez
1115 Carlisle Ave
Racine, WI 53404

November 8, 2013

Mr. Tom Molbeck
Director, Parks and Recreation
City of Racine
800 Center St. Room 127
Racine, WI 53403

Dear Mr. Molbeck:

This letter is a formal request to the City of Racine Parks and Recreation Department for permission to have live ponies at my daughter's birthday party, which I want to hold at Johnson Park on Sunday, May 25, 2014. If permission is granted, I will follow procedure to rent the pavilion at Johnson Park for May 25, 2014.

I would like the festivities for my daughter's 3rd birthday to include pony rides, a bouncy house and clowns. Ponies would be scheduled from 2-6pm, clowns from 3-5pm and the bouncy house would be the entire time of the party. Tentatively, invitations will list party time from 1:30 to 7:30pm. The anticipated guest count would be approximately 50 children and 70 to 80 adults.

The ponies and set up would be provided by JoDon Farms (5907 Nicholson Road Franksville, WI 53126). Their set up includes two handlers, and a fenced in sweep with 4 ponies which takes up a 20' X 20' area. JoDon Farms will provide the equipment and remove any waste produced by the animals. JoDon Farms will also provide appropriate documentation of additional insurance as needed and requested.

Birthdays are very special occasions, especially for young children. I would like to make my daughter's 3rd birthday a very special one, fulfilling her request of ponies. Feel free to contact me with any questions, if additional information is needed or if there are additional steps that I must take.

Thank you for your time.

Sincerely,

Cynthia Hernandez
Cell: 847-415-0657