

RE: Halloween in the Park 2023

To Whom it May Concern,

We are happy to announce that we will be hosting this year's **Halloween in the Park** on **Saturday, October 28 from 2 PM to 4 PM at the Odessa Memorial Park** on Main Street.

We are looking for area businesses to sponsor the event, either with a small monetary donation, volunteer time, or in-kind donations.

This event is run entirely by volunteers through donations, so anything you are willing to offer will be much appreciated.

If you are interested in participating, please fill out the attached form and email it to amanda@chaoscoordinationllc.com. It can also be mailed to Town Hall in Odessa.

Thank you for your consideration!

Sincerely,



Amanda Russell
Chair
Odessa Parks Committee

TOWN OF
ODESSA
DELAWARE

Business Name: _____

Yes! My business/organization would like to help with Halloween in the Park. We will participate by:

_____ Making a monetary donation of \$_____. (Please specify the amount and mail **check made payable to Town of Odessa.**)

_____ Donating supplies. Please specify: _____
Donations of candy, crafts, trick-or-treat bags, or other event-related items are much appreciated!

_____ Volunteering on the day of the event

Contact Name: _____

Phone Number: _____

Email Address: _____

All donations can be dropped off or mailed to the Town of Odessa at 315 N. Main Street, P.O. Box 111, Odessa, DE 19730. Town Hall is open from 9-12 Monday, Tuesday, and Thursday. If these times do not work for you, please contact Amanda Russell at (302) 285-9823 or amanda@chaoscoordinationllc.com to arrange a more convenient time.

For tax purposes, the Town of Odessa's Tax ID# is 51-0348644.