

# Austin's African American Cultural Heritage District

March 5, 2016

Dear Sandra Harkins

Austin's African American Cultural Heritage District in partnership with Austin Convention Center's Office of Arts Resources and Austin Urban Music Festival is celebrating the 10<sup>th</sup> year of the Urban Music Festival by sponsoring a block party in the cultural heritage district.

This letter is an official request to use Block 16 as the site for the party. The party will be held on Thursday, March 26<sup>th</sup>, from 600:-10:00PM. The event will feature local musical groups and performers, with special guest performers who are booked to perform at the Urban Music Festival. In addition there will be food trucks and artistic vendors. The event is free and open to the public and will be marketed through the Urban Music Festival sites. A stage will be erected on site as well as small pop-up tents for vendors. Austin's African American Cultural Heritage District will provide the liability insurance as stipulated in our current contract with the city of Austin and we will also provide all the necessary permits.

Our request is that we have exclusive access to block 16 from Noon on March 25<sup>th</sup> to 5:00PM on March 27<sup>th</sup>.

We the district and our community partners are excited to celebrate the success of the Urban Music Festival as one of the positive results of the African American Quality of Life Initiative. We are excited to have the opportunity to share the success of the festival by providing a free event for all to participate.

Please don't hesitate to contact me with any questions or concerns.

Sincerely,



Lisa Byrd  
Executive Director  
Austin's African American Cultural Heritage District