

UNITED COMMUNITY CENTER, INC.

VAUXHALL, NEW JERSEY 07088

October 14, 2016

Mr. G. Tatum, Superintendent  
Union Township Public School  
2369 Morris Avenue  
Union, New Jersey 07088

Dear Mr. Tatum:

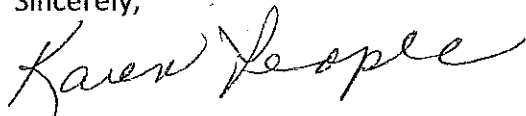
I am writing to request the use of Hannah Caldwell School's auditorium on Martin Luther King, Jr. Day for our annual celebration. The celebration will take place on Monday, January 16, 2017 from approximately 12:30 to 3:30 p.m. We, the United Community Center, Inc. will need access to the school's auditorium at 10:00 a.m.

Also, I am writing to obtain approval of the attached letter to be sent to each building principal asking their assistance in getting the names of potential honorees to us.

The staff of all the schools and the administrative offices are invited to share in the day with us and remarks from you or your designee would be welcomed. If you have any questions, please contact Karen People at 908-964-4135 or Vernell Wright at 908-687-9318.

Thanking you in advance for your assistance.

Sincerely,



Karen People

Chairperson