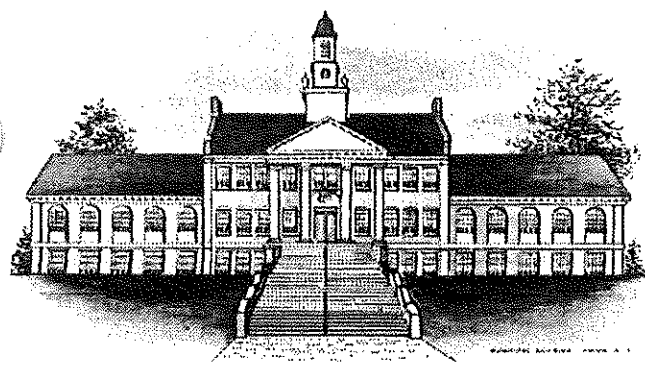


30mm  
Discuss item



# TOWNSHIP OF UNION

IN THE COUNTY OF UNION

RECREATION DEPARTMENT  
1120 Commerce Ave  
Union, New Jersey 07083  
(908)686-4200 Fax(908) 686-4114  
[www.uniontownship.com/147/recreation](http://www.uniontownship.com/147/recreation)

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**Robert Cowper**  
Superintendent of Recreation  
**Suzette Cavadas**  
Commissioner

August 22, 2019

Superintendent Gregory A. Tatum  
Township of Union Public Schools  
2369 Morris Avenue  
Union, NJ 07083

Dear Superintendent Tatum,

I would like to thank you and the Board of Education for the permission to use the Jefferson School parking lot for our annual Trunk or Treat event. In my previous request, I failed to include two additional requests so I am writing today for the Board's consideration.

1. I would like to request the use of the Jefferson School parking lot for an inclement weather makeup date of Sunday October 27.
2. I would like to request access to the indoor restroom facilities for use during the event. We would not need access to other sections/rooms of the building and we can coordinate with the school's staff to determine which restroom facilities would be easiest to use. Having access to indoor restrooms would be valuable for those attending with small children or those who are mobility impaired.

On behalf of the Township Committee, I would like to thank you for your consideration and assistance as we continue to offer this event. If you have any questions, please contact me at [rcowper@uniontownship.com](mailto:rcowper@uniontownship.com) or 908-686-4200.

Sincerely,

Robert Cowper  
Superintendent of Recreation

Cc: Ron Manzella, Township Administrator  
Suzette Cavadas, Commissioner of Recreation