**CITY COUNCIL**

Randy Pope, Mayor Claire Alaura, Vice Mayor Doug Hardcastle

Sue Higgins Kevin Romick

**CITY HALL**

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Date

Dear (Name of sponsor),

The City of Oakley is pleased to invite you to join us for the Grand Opening of Koda Dog Park on (*Insert Date*). Koda Dog Park is a 2.5-acre park named in honor of the Oakley police department’s current K-9 officer. With the opening of Koda Dog Park, our dogs will have the first designated off-leash dog park in Oakley and we are planning a day full of fun for everyone to commemorate this event.

As part of this opening, we are looking for sponsors to be part of this grand event. You can participate by one of the following:

* Set up a vendor booth (what cost are we looking at?)
  + Some examples that you can be part of:
    - Pet food
    - Vetenarian resources
    - Dog Shelters
    - Photo Booth
    - Etc
* Personalized Brick sponsor ($$ based brick – tbd)
  + We will have personalized bricks for purchase that will be permanently placed in a special location of the dog park.

If you are interested in being part of this event please, contact us by (date) as we will be accepting vendors on a first-come, first-serve basis.

We look forward in partnering up with local vendors who provide services to our pets to join us as we celebrate this special day.

Sincerely,

Koda Dog Park Event Committee

(name/email/phone?)

