



**TOWN OF ACTON**  
 472 Main Street  
 Acton, Massachusetts, 01720  
 Telephone (978) 264-9628  
 Fax (978) 264-9630

**Recreation Department**

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# MEMO

DATE: March 20, 2014

TO: Steve Ledoux, Town Manager

FROM: Maura Haberman

RE: Donation Acceptance: Especially for Pets – Fiscal Donation \$1,500  
 Especially for Pets – In-Kind Donation \$ 500  
**Total \$2,000**

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For your acceptance, a pledged fiscal donation has been received in the amount of \$1,500 and a \$500 In-kind donation consisting of gift cards by Ms. Amy Kinne, Director of Business Development, Especially for Pets, with its headquarters based at 1185 Chestnut Street, Newton, MA, 02464, to support production costs for our 2014 Summer Concert Series.

These funds will be used directly to support production costs for the 2014 Summer Concert Series. The gift cards will be used for prizes and raffles.

Thank you.