



TOWN OF ACTON
 472 Main Street
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Recreation Department

MEMO

DATE: January 25, 2015

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**

For your acceptance, a 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 2016 Summer Concert Series.

These funds will be used directly to support production costs for the 2016 Summer Concert Series. The gift cards will be used for prizes and drawings to promote our events/programs.

Thank you.