



# CITY OF COLONIAL HEIGHTS

## RECREATION & PARKS

Craig R. Skalak  
Director

Shepherd Stadium • 901 Meridian Ave • P.O. Box 3401  
Colonial Heights, Virginia 23834

September 5, 2019

Dear Community Leader,

Preparations for the 19<sup>th</sup> Annual Halloween in the Park event, on Thursday, October 31<sup>st</sup> from 6pm to 8pm at Flora M. Hill Park on Richmond Avenue, are underway. The Colonial Heights Recreation and Parks Department is very excited about offering this popular annual event to City residents again this year.

This event gives the children of our community a safe place to celebrate Halloween, while allowing friends and neighbors to join in the fun. Our success relies solely on our volunteers and donations from our local business and civic group leaders. Each year we host approximately 2,000 guests at this event.

This year we are asking for your support for this great community event through any of the following ways: **monetary donation, donation of bagged candy, gift card(s), volunteer manpower or any merchandise your organization feels is age appropriate for our trick or treat kids.**

Thank you in advance for your consideration and please do not hesitate to contact me or anyone in our office if you need any further information to process this request.

Respectfully,

Shamiya Taylor-Bland  
Recreation Specialist II  
Colonial Heights Recreation & Parks  
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