

CAMBRIDGE
SCIENCE
FESTIVAL!

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OFFICE OF THE CITY CLERK
CAMBRIDGE, MASSACHUSETTS

February 22, 2013

To the Honorable City Councilors of Cambridge City Council
City Hall, 795 Massachusetts Avenue
Cambridge, MA 02139

Dear Council Members:

I am writing to respectfully request your permission to hang banners to celebrate and publicize the upcoming Cambridge Science Festival. The banners would be hung during the week of March 18, 2013 and be taken down the week of April 22, 2013.

The request includes:

- One 3' x 20' street banner to be hung across Massachusetts Avenue on the City's existing wires at Norfolk Street.
- Fifty-seven 24" x 36" street pole banners to be hung on poles in Harvard Square.
- Ninety-three 30" x 60" banners to be hung on poles along Massachusetts Avenue, from Memorial Drive to Harvard Square.
- Sixteen 30 x 60 banners to be hung on poles along Broadway, from Ellery Street to Felton Street.

All banners will be double sided so that they will look the same from both sides. Enclosed are the designs for the street banner and the pole banners. If you have questions or need additional information, please don't hesitate to contact me at 617-253-6847 or padarb@mit.edu.

Thank you very much for your consideration of this request, and for the City of Cambridge's support of another very successful Cambridge Science Festival!

Sincerely,

P.A. d'Arbeloff

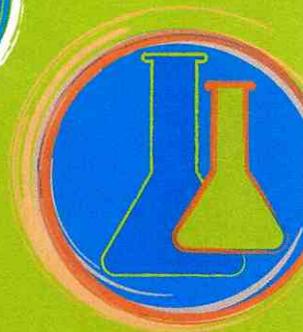
Ms. P.A. d'Arbeloff
Festival Director, Cambridge Science Festival

CambridgeScienceFestival.org

MIT



APRIL 12 – 21
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CambridgeScienceFestival.org

Cosgrove, Marybeth

From: Brenda M Blais [bmblais@MIT.EDU]
Sent: Friday, February 22, 2013 9:48 AM
To: Cosgrove, Marybeth
Subject: Fwd: Street pole banners for Cambridge Science Festival 2013

From: Brenda M Blais [mailto:bmblais@MIT.EDU]
Sent: Thursday, February 21, 2013 9:06 AM
To: Fernandes, George
Subject: Re: Street pole banners for Cambridge Science Festival 2013

Thanks George, we have the large banner going to Annette next week for the meeting and I will do the rest with the City Clerks office for City Council approval.

Brenda

On Feb 20, 2013, at 4:36 PM, Fernandes, George wrote:

Ok it looks fine the 3ft X 20ft banner request should go to Annette at Public Works as they schedule the banners that are placed across Mass Ave. The banner to be installed on streetlight poles should be sent to the City Clerk to go before the City Council for approval.

From: Brenda M Blais [mailto:bmblais@MIT.EDU]
Sent: Wednesday, February 20, 2013 2:40 PM
To: Fernandes, George
Subject: Re: Street pole banners for Cambridge Science Festival 2013

Hi George, I wanted to touch base again regarding the street pole banners.

Below is what we would like to hang:

One 3 ft. x 20 ft. street banner to be hung across Massachusetts Avenue on the City's existing wires at Norfolk street

Fifty-seven 24" x 36 " street pole banners to be hung on poles in Harvard Square

Ninety-three 30" x 60" street pole banners to be hung on poles along Massachusetts Avenue from Memorial Drive to Harvard Sq.

Sixteen 30" x 60" street pole banners to be hung on poles along Broadway, from Ellery Street to Felton Street

I have attached to this email the design of the banners.

The date we would like them hung is March 18, 2013.

Any questions, please let me know.

