

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS



TRACIE FIELD
FACILITY DIRECTOR

ARON COWEN RHEA RUFON

RECREATION COORDINATORS

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September 12, 2013

Encino Neighborhood Council
ATTN: John Arnstein: Treasurer
ENC@socalrr.com

Dear Finance Committee:

Encino Community Center would once again like to ask for your help for our Daddy-Daughter Prom. The event is scheduled to take place February 21, 2014 from 6:00-9:30pm in the auditorium..

We would like to request \$1,500.00 this year to pay for the cost of food for the event. We will be serving Stonfire grill at the event.

We realize that this request is substantially larger than any amount we have requested in the past ,but, we are a full cost recovery center and this event is extremely labor intensive. The event is well attended and well received by the Encino Community.

Please consider this request and I would like to thank you in advance for any donation or help.

Thank you all for your continued support of Encino Community Center and the residents of Encino.

Sincerely:

Tracie Field
Facility Director Encino Community Center