2 September 2018

To the Resident

Address

Address

Dear Resident

**Notification of Impending Event**

**Pet Expo Event 2018**

Event Organiser/Company is proud to be hosting a pilot Pet Expo event in November alongside the Farmer’s Market in celebration of pets!

We are writing to inform you of the details of this event:

**Saturday 17th November 2018 at Farmers Market (8am to 1pm) at Patterson Reserve, Auburn Road, Hawthorn East**

We are anticipating up to 500 families attending the Expo and Market. There may be a minor increase in traffic volume in the area and increased demand on parking during the event. The Patterson Reserve Car Park will be closed from 6pm Friday 18November to 2pm Saturday 17 November. The car park will be designated pedestrian access only for the duration of the market and event. Event Organiser/Company appreciates your support of this event.

Event Organiser/Company would like to extend a warm invitation to you to visit the event. There will be a variety of pet-related stalls, competitions, prizes and activities for children.

If you have any enquiries regarding the Pet Expo, please contact X on XXXX XXXX or via email on XXX.

Yours sincerely,

**Organiser Name**

**Organiser Company**