

**Building Inspections - Event Permit for The Greater Portland Convention & Visitor's Bureau's Harvest on the Harbor at The Portland Company Complex: 8/24/14 & 8/25/14**

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**From:** Caitlin Prentice <cap@prenticehospitality.com>  
**To:** Building Inspections <buildinginspections@portlandmaine.gov>  
**Date:** 10/14/2014 11:56 AM  
**Subject:** Event Permit for The Greater Portland Convention & Visitor's Bureau's Harvest on the Harbor at The Portland Company Complex: 8/24/14 & 8/25/14  
**CC:** Casey Prentice <cwp@prenticehospitality.com>, Joanna Sprague <joanna@por...>  
**Attachments:** Building 1 - First Floor.pdf; Building 2 - First Floor.pdf; Building # 6 second floor layout.pdf; Detailed Survey.pdf; Tent\_Temp Event Permit Application\_Harvest.pdf

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Hi Marge,

Attached please find our permit for The Greater Portland Convention & Visitor's Bureau's Harvest on the Harbor that will be held at The Portland Company Complex (58 Fore Street) on Friday, October 24 and Saturday, October 25.

The Harvest on the Harbor event includes a few mini events that are going to be held on property. Below please find an outline of those events:

**Thursday, October 23**

Set Up: Lower Levels, Buildings #1 and #2 (no public access)

**Friday, October 24**

BBQ Event: Lower Level, Building #1

Beer Event: Room with a View, Building #6

**Saturday, October 25**

Marketplace Event - Lower Levels of Buildings #1 and #2

Included in this email are the following:

- completed permit application
- site plan of entire property, with areas of use circled
- floor plans of rooms to be used

Please let me know if you have any questions.

Warm Regards,

Caitlin

**Caitlin Prentice**

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