



Reviewed for Code Compliance  
Inspections Division  
Approved with Conditions

**Building Inspections - Event Permit for The Greater Portland Convention & Visitor's Bureau on the Harbor at 58 Fore - The Portland Company: 10/23/15 - 10/25/15**

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**From:** Caitlin Prentice <cap@prenticehospitality.com>  
**To:** Building Inspections <buildinginspections@portlandmaine.gov>  
**Date:** 10/7/2015 2:31 PM  
**Subject:** Event Permit for The Greater Portland Convention & Visitor's Bureau's Harvest on the Harbor at 58 Fore - The Portland Company: 10/23/15 - 10/25/15  
**CC:** Jessica Pachuta <jlp@prenticehospitality.com>  
**Attachments:** Survey\_Harvest.pdf; Temp Event Permit Application\_Harvest ontheHarbor.pdf; Floor Plan 1.1.pdf; Floor Plan 2.1.pdf; Floor Plan 2.2.pdf; Floor Plan 3.1.pdf; Floor Plan 2.3.pdf

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Date: 10/19/15

Hi there!

Attached please find our event permit for The Greater Portland Convention & Visitor's Bureau's Harvest on the Harbor that will be held at **58 Fore - The Portland Company** on **Friday, 10/23 - Sunday, 10/25**.

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:

**Friday, 10/23**

Top of the Crop Event - Lower Level of Building #5

Public Access: 6:00-8:30pm

**Saturday, 10/24**

Marketplace Event - Lower Levels of Buildings #3, #4 and #5

Two Public Sessions: 12:00-2:30pm AND 4:00-6:30pm in buildings #3, #4 and #5

**Sunday, 10/25**

Rock N' Roll Roast - Lower Level of Building #5

Public Access: 1:30-4:00pm

Set Up will occur on 10/23 for all rooms, and breakdown will occur on 10/25 for all rooms.

Included in this email are the following:

- completed permit application
- site plan of entire property, with areas of use circled
- floor plans of rooms used
- Floor plan 1.1 = Building #5 for 10/23 event
- Floor plan 2.1 = Building #3 for 10/24 event
- Floor plan 2.2 = Building #4 for 10/24 event
- Floor plan 2.3 = Building #5 for 10/24 event
- Floor plan 3.1 = Building #5 for 10/25 event

Please let me know if you have any questions, and thank you so much for your assistance!

Caitlin



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Date: 10/19/15

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