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Corporation Counsel
Gary C. Wood

Associate Counsel
Mary E. Costigan
Danielle P. West-Chuhta
Ann M. Freeman

November 10, 2009

VIA Certified Mail – 7009 2250 0000 9511 1091

Kristie Green, Business Manager
Maple's Organics
151 Middle Street
Portland, ME 04101

137-C-1

RE: Maple's Organics – 796 Forest Avenue

Dear Ms. Green:

Recently, following the sending of two notices (copies enclosed), the City Clerk informed my office that your business has not returned a completed renewal application for a 2009 Business License. Your last license expired on January 31, 2008. You have now been operating for over 6 months without the annual license required by city law.

In addition to notifying you about the license issue, the Business License Administrator also notified you about your outstanding health reinspection obligation which has to be paid before the City will issue your business license.

The City values its business owners and residents. We understand that the current recession has caused economic difficulty for a number of businesses, one of which may be yours. The economy has had just as harsh an impact, if not more so, on our many non-business property owners.

In order for the City to continue to function and provide the services that it does to all of our residents, we need to make sure that we treat all of our residents fairly and equally which includes getting taxes paid and making sure activities that require licenses have them. Consequently, we request that you please remit the renewal application and license fee (including the 5% late fee for each month the application is overdue or \$10, whichever is greater), as well as pay your outstanding personal property taxes immediately.



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Office of the City Clerk

Linda C. Cohen, MMC
City Clerk

Alexandra J. P. Murphy
Business License Administrator

September 9, 2009

Kristie Green
Maple's Organics
151 Middle St
Portland ME 04101

RE: Outstanding Re-Inspection Fee for Maple's Organics

Dear Ms. Green:

In order to issue Maple's Organics a current Food Service License there is an outstanding bill for the Health Department Re-Inspection Fee of \$75.00 that must be paid to the City of Portland. Please see the attached invoice for information regarding the fee. A balance due of Health Inspection Fees will result in the non-issuance of your business license. Please contact Lannie Dobson in the Inspections Department at (207) 874-8693 for payment information as soon as possible.

When you operate a business without a license, you are in violation of Portland City Code, Chapter 16, Section 11 (a). Failure to license your business with the City of Portland will result in legal action towards closure. **This will be your final notice.**

Thank you for your prompt attention to this very important matter.

Sincerely,

Alexandra J. P. Murphy
Business License Administrator

CC: Gary Wood, Corporation Counsel
Tammy Munson, Director of Inspection Services



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Office of the City Clerk

Linda C. Cohen, MMC, City Clerk

September 3, 2008

Ms. Kristie Green
90 Pearl Street
South Portland, ME 04106

RE: Maples Organics, 151 Middle Street

Dear Ms. Green:

Please find enclosed a copy of the Food Service Establishment Renewal Application. Your license expired on January 31, 2008 and therefore, you are currently operating without a license.

Please sign the application and return it with payment to the City Clerk's Office immediately. All applications received after the expiration date are subject to a late fee of 5% or \$10, whichever is greater, of the license fee for each month the application is overdue.

Once you have passed the necessary inspections and I receive your signed renewal application and payment, I will issue your City of Portland license. Checks may be made payable to the City of Portland. We also accept cash and Visa/MasterCard.

Please feel comfortable calling me directly at (207) 874-8557 or e-mail me at amurphy@portlandmaine.gov with any questions or concerns.

Thank you for your prompt attention to this very important matter. Failure to license your business with the City of Portland will result in legal action towards closure.

Sincerely,

Alexandra J. P. Murphy
Business License Administrator