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March 2010

Dear Non-Profit Agency/Organization of Beaufort County,

Greetings from the Washington Harbor District! Notice the new official name for historic, downtown Washington and that is not the only change that is happening.

Downtown Washington On the Waterfront (DWOW) has welcomed the downtown merchants into our organization. This merger is something that DWOW has been working on for some time and we believe that by working together we can make a positive impact on the health and prosperity of downtown.

I write to you today because DWOW has taken over the production of the eighth annual Music In The Streets (MITS). When MITS was created many people from the community were involved. We hope to take it back to its roots. Our goal this year is to make MITS better than ever by opening up the event to community participation. Marc Brunon of Notes Café has agreed to chair of this year's MITS. We have met with many, heard their ideas and have formed volunteer committees to recommence MITS.

We are happy to announce that talented local musicians will still be performing for the crowds. We will also present favorites like the *Beaufort County Idol*, the *Downeast Rods & Classic Show* and the *Main Street Shaggers* and would like to add more to the fun atmosphere by inviting non-profit agencies or organizations to participate as well.

Please join us so that you may share your message with the public. We ask that you present an "interactive demonstration" to the attendees at MITS. An "interactive demonstration" may be anything, face painting or a bean bag toss, but we would encourage you to develop an interactive component that relates directly to your organization. This is a great chance to fulfill your outreach goals. With such a large audience; there is no better way to raise awareness for your organization.

With your registration a 10' x 10' space will be provided. You are encouraged to reserve your space today, as spaces will be limited. Complete instructions are attached. If you have any questions please call me at 252-946-3969.

Does your non-profit agency or organization pride itself for its awesome food preparation? We also have a couple opportunities to sell food at Music In The Streets. Call me today to reserve a spot.

Best Regards,

Beth Byrd

Administrator, Downtown Washington on the Waterfront

Downtown Washington on the Waterfront, Inc. mission is to serve as a facilitator and catalyst to renew, restore, rebuild, and revitalize the downtown business district, improve economic conditions, encourage tourism, and preserve historical buildings and their significance. DWOW is a 501(c)(3) corporation.

**MUSIC IN THE STREETS 6 - 9 PM**

**April 16, May 21, June 18, July 16, August 20, September 17, & October 22<sup>nd</sup>**

Held the third Friday of each month from April to September. Held the fourth Friday in October to coincide with Smoke on the Water

**NON-PROFIT INTERACTIVE DEMONSTRATIONS RULES OF PARTICIPATION**

- There is a \$10.00 fee for each date reserved. Spaces are limited and will be assigned at the discretion of the MITS committee.
- Each organization must provide an interactive demonstration. Preference is given to groups that are able to develop an interactive component that relates directly to their organization.
- Active solicitation and proselytizing are not permitted. Your information should be available for pick-up but not a deterrent to attendees.
- No sales, fundraisers or distribution of food or beverage may be conducted unless explicitly approved by the MITS Committee.
- Each non-profit is responsible for their own set-up and tear-down. Set-up must be completed by 5:45 PM. Before leaving, the organization is responsible to make sure their space is clear of any debris. Clean-up must be completed by 9:15 PM.
- Canopies are allowed. All canopies must be secured to withstand winds. No stakes may be driven into the ground. Sand bags, cinderblocks or other weights are required. No tents with sides are allowed.
- Bring all your own display materials (chairs, tables, etc.), tarps, and canopies. Booths are the sole responsibility of the organization.
- Electricity is not available.
- Identification - please display your non-profit's name proudly.
- DWOW must receive application one week prior the event.

If you would like a larger space or are interested in selling food at MITS, please call Beth Byrd, DWOW, 252-946-3969.

Please complete the enclosed form and return it at least one week prior to the event to:

Downtown Washington on the Waterfront

c/o MITS Non-profit Participation

P.O. Box 1988, Washington, NC 27889

Or you may email your registration to: [dwow@washingtononthewater.com](mailto:dwow@washingtononthewater.com)

Date(s) of participation: \_\_\_\_\_

Group Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Description of Activity: \_\_\_\_\_

\_\_\_\_\_

Describe fundraiser (if any): \_\_\_\_\_

\_\_\_\_\_

Do you intend to bring a canopy/tent? Yes No

I have read and agree to the rules of participation. Yes No

You may pay at the time of your participation or enclose a check payable to Downtown Washington on the Waterfront