



**Underwood School  
Parent Teacher  
Organization**

May 4, 2022

Dear Newton School Committee:

I am writing on behalf of the Underwood School PTO regarding our annual Spring Carnival, which will take place in the Underwood parking lot on June 3, 2022, from 3-7 pm.

The money raised at this event will be used to support essential programs and activities underwritten by the Underwood School PTO, including but not limited to academic curriculum enrichment, special program grants, and many other purposes that support our students, families, staff, and Newton community.

We would appreciate the Newton School Committee's permission to apply for a one-day liquor license (wine/malt only) for this event, which will include food, drinks, and carnival attractions. We will be hiring licensed/insured bartenders, who will oversee serving all beverages to attendees (21+ only) including parents, teachers, and administrators. Please let me know if there is any additional information we can provide. Thank you in advance for your consideration.

Sincerely,

**SHANNON ABRAM**

2022 Underwood Spring Carnival Co-Chair