



**ROTARY CLUB OF STRATFORD 26<sup>th</sup>**  
**DRAGON BOAT FESTIVAL: SEPTEMBER 16, 2023**

Tatiana Dafoe, City Clerk  
City of Stratford  
P. O. Box 818, 1 Wellington Street  
Stratford, Ontario, N5A 6W1

May 15, 2023

**Re - Rotary Dragon Boat Displayed on Market Square**

Tatiana,

This letter is to follow up on our conversation about placing a Dragon Boat in Market Square to be on permanent display, without fee, from August 4 to September 17 to promote the Dragon Boat Festival being held September 16.

From 2017-2019 we placed on each side the boat, the Rotary Wheel and a promo for the Dragon Boat Festival. On the interior sides of the boat, we list the names of projects that Rotary supports with mast head being Stratford Perth Residential Hospice. On the back deck of the boat, we will have stats about the boat as well as a notice to contact us if the boat is damaged or needs any housekeeping attention. In addition to advertising for the event we have the event sponsor's logo on the drum and at the bow on each side of the boat with other sponsors logos discreetly located on the seats inside the boat. We do this to encourage local businesses to sponsor this event. Placing the Dragon Boat on the Square makes citizens aware of the event to come down to the park to watch the races and encourages more community teams to participate.

The Dragon Boat on the Square has been a great success since we first placed it there in 2017. Complete with head, tail, drummer's seat and drum, it is an opportunity for citizens to see, stand beside and sit in a Dragon Boat. The boat, with head and tail, is about 48' long. We propose to place the Dragon Boat in the same location as we did from 2017-2019 oriented north-south and to located east of the plinth and west of the rusted iron art. This location appeared to work as it allowed other events to occur in the Square without moving the Dragon Boat. The boat is fastened to a crib that keeps it firm and stable with the bottom of the boat about 2" off the surface of the Square so surface water can run under it. The bow would face south to allow for a great photo up of the front of the boat with the City Hall and the clock tower in the background. The drum has been muffled and head and tail will be removed every night by me. We will also arrange to have the boat checked 3 times a day and clean it as required.

I have attached a completed Market Square Special Event Application, site plan and photos of the boat in the past years as well as a PPT of our Sponsor Promo for the Event. Please contact me at [REDACTED] if you need additional information or have questions.

Thanks,

Robert Ritz, Chair

Rotary Club of Stratford, P. O. Box 21135, Stratford, Ontario, N5A 7V4