



**ARLINGTON REDEVELOPMENT BOARD**

TOWN HALL ARLINGTON, MASSACHUSETTS 02476

TELEPHONE 781-316-3090

June 14, 2018

Linda Shoemaker, Executive Director  
Arlington Center for the Arts  
20 Academy Street  
Arlington, MA 02476

Re: Use of 2<sup>nd</sup> Floor Conference Room Space at Central School

Dear Ms. Shoemaker:

On behalf of the Arlington Redevelopment Board, I am writing to confirm the Arlington Center for the Arts' (ACA) continued use and access to space at the Central School Building at 20 Academy Street/ 27 Maple Street beginning on July 1, 2018 through September 30, 2018. The 240 square foot conference room located on the 2<sup>nd</sup> floor shall be available for ACA's exclusive use. It remains ACA's responsibility to return the room to its original condition, including returning furniture to the room. The ARB will charge ACA \$1,500 for use of this space and any other typically rentable spaces in the building.

Please confirm receipt of this letter and your ability to fulfill the terms of this agreement.

Should you have any questions about this extension and terms, please contact me at 781-316-3092.

Sincerely,

Jennifer Raitt  
Secretary Ex-Officio