

**Letter of Intent for Live Artist Performance at Palette Bar & Grill inside Hotel Indigo  
Madison**

Dear Planning Commission,

I hope this message finds you well. I am writing on behalf of Palette Bar & Grill, located inside Hotel Indigo Madison, to formally submit a proposal to host a weekly live music event. We are requesting approval to hold these performances once a week, during a minimum window of 4:30 PM to 7:30 PM. These events would take place both indoors within Palette Bar & Grill and outdoors on our existing patio.

The performances will feature a single artist or a pair of artists, with the only amplification used being for vocal performances. Our focus will be on providing a relaxed atmosphere for acoustic music, and we aim to keep the events intimate and welcoming to all guests.

We have developed a detailed plan to ensure that the event is safe, enjoyable, and compliant with all applicable rules, including age restrictions. In addition, we have secured on-call security personnel to address any issues that may arise during these events.

We are committed to maintaining a high standard of safety and service, ensuring that our guests, as well as the surrounding community, are positively impacted by this initiative. We respectfully request your consideration and approval to proceed with this proposal.

Thank you for your time and attention to this request. Please feel free to contact me should you require any further information or clarification.

Sincerely,

Zacharie Gray

General Manager

Hotel Indigo Madison-Palette Bar & Grill