



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2941
Fax: 262-242-9655

www.ci.mequon.wi.us

FESTIVALS COMMITTEE
Monday, June 17, 2024
6:30 PM
North Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. May Minutes
- 3) Redbud Festival
 - a. Confirm Date from last meeting
 - b. MTSD
 - c. Rotary at October Meeting
- 4) Taste of Mequon
 - a. Sponsor Update
 - b. Vendor Update
 - 1) Early Bird Deadline: 6/28
 - 2) Wan's Thai
 - c. Volunteer Recruitment
 - d. Marketing
- 5) Next Meeting Date and Time
 - A. July 15 at 6:30pm
- 6) Adjourn

Dated: June 17, 2024

/s/ Miranda White, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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FESTIVALS COMMITTEE

Monday, May 20, 2024

6:30 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Miranda White
 Vice Chair Deanna Conaty
 Committee Member Brett Benson
 Committee Member Jenne Hohn
 Committee Member Lisa Liljegren
 Committee Member Moshe Luchins
 Committee Member Laeh McHenry
 Committee Member Tracy Johnson -- **Absent**
 Committee Member Christine McLean -- **Absent**
 Committee Member Vanessa Nerbun -- **Absent**

Also Present: Executive Assistant Enea

2) Approval of Meeting Minutes

a. April Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Committee Member Hohn

SECONDED BY: Committee Member Liljegren

AYES:	White, Conaty, Benson, Hohn, Liljegren, Luchins, McHenry
ABSENT:	Johnson, McLean, Nerbun

3) 3rd Festival - Date Selection

The Committee discussed possible May dates and ruled out the first two weekends due to college graduations and Mother's Day. They decided on Sunday, May 18 from noon-5pm.

4) Taste of Mequon

a. More Happy Kitchens Update

Attachment: Festivals Mins052024 (9451 : May Minutes)

Chair White, Vice Chair Conaty, and Executive Assistant Enea met with More Happy Kitchens who have the idea of a "create your own pizza" contest for kids. They would partner with Downtown Pizza who would have the winning recipes on their menu for a month. The Committee had a discussion about an entry fee to create more buy-in from participants. They also discussed if the Committee or a Sponsor would cover the fee or half of the fee. More Happy Kitchens would do a cooking demonstration on the Children's Stage and the winners would show how their pizza is made. The Committee also discussed others doing cooking demonstrations. It was determined that the stage needed to be placed more towards Rennie Field so that chairs could be placed in front of the stage without blocking crowd flow.

b. Sponsor Updates from Committee Members

Committee Member Hohn reported that Tyler from Baird will sponsor the caricature artist. Froedert & the Medical College of Wisconsin, which was applied for on-line, will again be a \$1,000 sponsor. Richmond Investments has increased their sponsorship from last year to \$2,000. Some sponsors are requesting a booth space.

c. Balloon Artist Contract

1. Bingo the Clown Contract

RESULT: Approved by Voice Acclamation [Unanimous]

MOVED BY: Committee Member White

SECONDED BY: Committee Member Hohn

AYES: White, Conaty, Benson, Hohn, Liljegren, Luchins, McHenry

ABSENT: Johnson, McLean, Nerbun

5) Winter Wonderland

The planting of the Christmas tree is in the works.

6) Next Meeting Date and Time

A. June 17 at 6:30 P.M.

7) Adjourn

Chair White moved to adjourn at 7:30pm and Committee Member Liljegren seconded

Respectfully Submitted,

Carrie Enea

Executive Assistant



**Saturday, September 7, 2024
NOON – 9:00 PM**

**NON-FOOD/BEVERAGE VENDOR
APPLICATION Application Deadline: August 16, 2024**

VENDOR INFORMATION

Name of Vendor/Business:

Wan's Thai Cuisine

Name of Contact Person:

Vantane Quake

Phone # of Contact Person:

414 - 803-0866

Address:

5135 W. Wells St

City/State/Zip:

Milwaukee WI 53208

(Required)

E-Mail:

Vkhanamphak@yahoo.com

(Required)

Name of Emergency Contact Person:

Matt Quake

(Required)

Phone # Emergency Contact Person:

414 - 534-0599

VENDOR SPACE FEE AND SPACE REQUIREMENT (✓ appropriate space size)

Space Size	Before June 28	Check Appropriate Box (✓)	After June 28	Check Appropriate Box (✓)
10 x 10	\$125	☒	\$175	☐
10 x 20	\$200	☐	\$250	☐

Total Due \$ *125*

Total Due \$ _____

The vendor space fee is non-refundable. Please make check payable to: City of Mequon

➔ **All vendors must be setup by 11:30 AM.**

LIST ITEMS YOU WILL BE SELLING OR ACTIVITY YOU WILL HAVE

Chicken egg rolls	3	For \$ 7
Crab Rangoon	3	For \$ 5
Chicken Satay w/ Peanut Sauce	3	For \$ 10
Shrimp Fresh Spring Rolls	2	For \$ 9
Shrimp Pot stickers	3	For \$ 5
Chicken Fried Rice		\$ 10
Shrimp Pad Thai		\$ 13
Chicken Panang w/ Jasmine Rice		\$ 12
Chicken Green Curry w/ Jasmine Rice		\$ 12
Combo plate Fried rice, 1 egg, 2 crab rangoon		\$ 15
Thai iced tea		\$ 6

PLEASE NOTE MEQUON FESTIVALS BUSINESS POLICY: Businesses/non-profit organizations that do not sell, provide festival-related goods/services, or an approved children's activity are required to pay \$200 toward the Committee's cost of a children's entertainer. Said entertainer shall share your tent, with the express purposes of promoting your business/organization and providing interactive entertainment for the festival.

ELECTRICAL OUTLETS REQUIRED: (✓ required number of outlets)

In an effort to best accommodate the needs of all our vendors it would be helpful for you to indicate the number of outlets necessary to run your operation. All outlets are 20 amps.

A maximum of three outlets will be available per vendor. Please select (✓) the number of outlets you will require below. The first outlet is complimentary, each additional is \$25.

1 outlet	
2 outlets	
3 outlets	✓

APPLICATION CHECKLIST

Please review the list below to ensure you have all of the required information before submitting the application. (✓)

- ✓ Completed application
- ✓ Check for space fee (payable to City of Mequon)
- ✓ Completed S-240 Wisconsin Temporary Event Operator and Seller Information
- Completed Release and Hold Harmless for Vendor Form
- ✓ Picture of Booth Set-up (First-time vendors only)
- License Plate Number _____

SEND COMPLETED APPLICATION AND FORMS TO:

Mequon City Hall
 11333 N. Cedarburg Road
 Mequon, WI 53092
 Attn: Carrie Enea, Executive Assistant
Fax: 262-242-9819
E-Mail: cenea@ci.mequon.wi.us

Questions? Please call Carrie Enea, Mequon City Hall (262) 236-2941

The undersigned applicant agrees:

- 1) To adhere to the ***Taste of Mequon*** guidelines as provided in the food/beverage vendor information.
- 2) To agree to bear all risk and expense for any loss, theft or damage to my personal property or injury to my person, regardless of cause.
- 3) I agree to be photographed or videotaped for promotional purposes.

I have read and agree to the ***Taste of Mequon*** event terms and conditions.

Signature: Vyntanae Quabe Date: 2/4/2024

OR SUSTAINED BY THE INDEMNITEES, DIRECTLY OR INDIRECTLY, AS A RESULT OF, ARISING OUT OF, CAUSED BY, OR RELATING IN ANY WAY TO VENDOR PARTICIPANT'S PREPARATION FOR PARTICIPATION IN THE EVENT, ACTUAL PARTICIPATION IN THE EVENT AND ACTIVITIES IN WHICH THE LIABILITIES SUSTAINED AROSE FROM, AND VENDOR PARTICIPANT'S PERFORMANCE OR OMISSION IN CONNECTION WITH ANY OF SUCH ACTIVITIES.

4. **Severability.** If any provision of this Release and Hold Harmless or any portion of any provision of this Release and Hold Harmless shall be deemed to be invalid, illegal or unenforceable, such invalidity, illegality or unenforceability shall not alter the remaining portion of such provision, or any other provision hereof, as each provision of this Release and Hold Harmless shall be deemed severable from all other provisions hereof.

5. **Governing Law.** This Release and Hold Harmless shall be governed by and be construed in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF, Vendor Participant has executed this Release and Hold Harmless on the date first above written. Vendor participant acknowledges receipt of a copy of this Release and Hold Harmless at the time of execution hereof.

VENDOR PARTICIPANT:

Business Name of Vendor Participant: Wan's Thai Cuisine

Signed by: Vantane Quade

Vantane Quade (Print name)

owner (Print Title)

Instructions

TAB through to navigate. Use mouse to check applicable boxes, press spacebar, or press Enter.

Save

Print

Clear

Wisconsin Temporary Event Operator and Seller Information

Information on this form is required under sec. 73.03(38), Wis. Stats.

Instructions on reverse side.

E V E N T O P E R A T O R	PART A: Event Information: To be completed by the operator of the temporary event	
	1. Name of Temporary Event	<u>TASTE OF MEQUON</u>
	2. Date(s) of Temporary Event	<u>SEPTEMBER 7, 2024</u>
	3. Location of Temporary Event (e.g., Venue, City)	<u>MEQUON, WI</u>
	PART B: Operator Information: To be completed by the operator of the temporary event	
	1. Name and Address	<u>CITY OF MEQUON</u> <u>11333 N. CEDARBURG ROAD, WI 53092</u>
	2. Daytime Telephone Number	<u>(262) 236-2941</u>
	3. Email Address	<u>cenea@ci.mequon.wi.us</u>
	4. Wisconsin Tax Account Number	<u>0 3 6 - 1 0 2 0 4 2 1 1 8 6 - 0 4</u>
	If blank, check appropriate box:	
☐ No Taxable Sales ☐ Exempt under Occasional Sales Rule ☐ Exempt Nonprofit Organization		
☒ Other - Explain: <u>EXEMPT LOCAL GOVERNMENT</u>		
S E L L E R	PART C: Seller Information: To be completed by seller and given to event operator on or before the first day of event.	
	THIS IS NOT AN APPLICATION FOR A WISCONSIN TAX ACCOUNT - SEE INSTRUCTIONS	
	1. Legal Name	<u>Vantane Quade</u>
	2. Business Name	<u>Wan's Thai Cuisine</u>
	3. Address (Street or Route)	<u>5135 W. Wells St</u>
	4. City, State and Zip Code	<u>Milwaukee WI 53208</u>
	5. Home Telephone Number	<u>(414) 803-0866</u>
	Business Telephone Number	<u>(414) 803-0866</u>
	6. Wisconsin Tax Account Number	<u>456-1024529972-03</u>
	7. Social Security Number	<u>X X X - X X - 2418</u>
8. Federal Identification Number (FEIN)	<u>X X - X X X</u>	
9. Check one box indicating the type of activity you intend to engage in at this event:		
☒ Selling Taxable Merchandise or Service ☐ Display Only		
☐ Selling Exempt Merchandise or Service ☐ Exempt under Occasional Sales Rule		
☐ Direct Sellers, Company Name _____ ☐ Nonprofit Organization		

I declare that the information on this form is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.

Print Name:

Vantane Quade

Signature:

Vantane Quade

Date:

2/24/2024

Packet Pg. 8

Attachment: Wan's Thai Cuisine (9452 : Wan's Thai Application)



Attachment: Wan's Thai Cuisine (9452 : Wan's Thai Application)

359475

TEMPORARY FOOD DEALER - RESTAURANT

TEMPFDREST - 0005218

EFF DATE: 03/02/2024 EXP DATE: 03/01/2025



city clerk
www.milwaukee.gov/license

VANTANEE QUADE
 WAN'S THAI CUISINE
 5135 W WELLS ST
 MILWAUKEE, WI 53208-3037

ALDERMANIC DISTRICT 10

Food Est Num: 5218

City Hall - Room 105 - 200 East Wells Street - Milwaukee, WI 53202-3570 - Phone (414) 286-2238 - Fax (414) 286-3057
 Email: license@milwaukee.gov - Website: www.milwaukee.gov/license



city of milwaukee
www.milwaukee.gov/license



city clerk



license required to be displayed or carried

EXPIRATION DATE: 03/01/2025

LIC. NO: TEMPFDREST 0005218

LICENSE: TEMPORARY FOOD DEALER - RESTAURANT

VANTANEE QUADE
 WAN'S THAI CUISINE
 5135 W WELLS ST
 MILWAUKEE, WI 53208-3037

Attachment: Wan's Thai Cuisine (9452 : Wan's Thai Application)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/02/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER State Farm 		CONTACT MAGGIE PHONE 262-647-6281 FAX (AG, Hst) E-MAIL MAGGIE.BRINGA.J480@STATEFARM.COM ADDRESS:	
MAGGIE BRINGA STATE FARM INS. AGENCY INC. 2315 Badger Dr #A WAUKESHA, WI 53188		INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIS # 26143 INSURER B: ☐ INSURER C: ☐ INSURER D: ☐ INSURER E: ☐ INSURER F: ☐	
INSURED VANTANEE QUADE DBA WAN'S THAI CUISINE 5136 W WELLS ST MILWAUKEE WI 53208-3037			

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
TYPE	TYPE OF INSURANCE	ADMITTED IN AD (Y/N)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)
A	☒ COMMERCIAL GENERAL LIABILITY ☒ CLAIMS MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☐ PRO ☐ AGG ☐ LOC OTHER:	N	N	99-A0-E394-0	03/04/2024 03/04/2025
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY				
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE USD ☐ RETENTIONS				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? ☐ If yes, describe under DESCRIPTION OF OPERATIONS below.	Y/N	N/A		
	LIMITS EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE ☐ OR ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER 	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.
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Attachment: Wan's Thai Cuisine (9452 : Wan's Thai Application)

Vendor	Participated in 2022	Participated in 2023	Liquor License	2024	Total \$
Artist/Craftsman Vendors					
B. Divine Aromatherapy	No	No		Yes	71.09
Beyond the Design LLC	Yes				
Black Birch	No	Yes		Yes	71.09
C Squared Wood Products	No	No			
Created by Kimberly (Sew Weird)	Yes	Yes			
JLEE Studio - Wearable Art	Yes	No			
Danielle's Designs		Yes		Yes	118.48
Dog Gone Great LLC	Yes	Yes			
Elegant Henna Tattoo	No	Yes		Yes	71.09
Full Circle Healing Farm at MNP	Yes	No			
Hiawatha Wood LLC	Yes	Yes			
Honey Down Farm	Yes	No			
Jen's Nifty Creations	Yes	No			
Jimmies Dog Gone Treats	Yes	Yes		Yes	71.09
Lake Country Growers		Yes		Yes	71.09
Lee Lifestyle Design				Yes	71.09
MB By Design	Yes	No			
Prairie Junction Farms		Yes			
The Prpl Swan	Yes	Yes		Yes	71.09
Tobin Jewelers	Yes	Yes		Yes	71.09
With My Whole Heart		Yes			
Total Artist/Craftsman Vendors	13	12		9	
Non-Food Beverage Vendors					

Advanced Wildlife & Pest Control	Yes	Yes		Yes	118.48
Alliance Realty/Pet Pictures		Yes			
Alme Design Co.		Yes			
Alzheimer's Assoc. of Wisconsin	Yes	No			
Board & Brush	Yes	Yes			
Cricket Academy	Yes				
FIFTH-MAIN		Yes			
Fred Astaire Dance Studio		Yes			
Gathering on the Green/Froedert		Yes			
Hey Licorice Dude				Yes	118.48
Let's Celebrate	Yes	Yes			
Mequon Community Foundation	Yes	Yes			
Mequon Thiensville Chamber of Commerce	Yes	Yes			
M-T Education Foundation	Yes	Yes			
Mequon Thiensville Historical Society	Yes	Yes		Yes	
Missing Links	Yes	No			
Christ Alone Evangelical Lutheran Church	Yes	Yes		Yes	118.48
BE Martial Arts, LLC	Yes	Yes			
Renewal by Andersen		No			

Shorewest Realty		Yes			
Sovereign Select Insurance Solutions		Yes		Yes	318.48
StretchLab		Yes			
Knowledge Edge		No			
Little Sprouts Play Café	Yes	No			
Winkie's	Yes	Yes			
MATC Mequon		Yes		Coming	
Mathnasium of Mequon	Yes	No			
Total Non-Food/Beverage Vendors	15	19		5	
Food Beverage Vendors					
Appe Thai	Yes	Yes		On Way	
Blue Cow Creperie	Yes	No			
MIL-WOK-EE Asian Street Food	Yes	Yes			
Coccos Famous Gyros*				Interested	
Cocoa Tree Confectionery (Gelato)	Yes	No			
Dr Dawg	No	Yes			
Falafel Guys, LLC	Yes	Yes		No	
Flip's Mini Donuts*	No	No		Yes	236.97
Foxtown Brewing	Yes	Yes			
Frankies Food Truck (Caribbean & BBQ)	Yes	Yes		Yes	236.97
glaze, LLC	Yes	Yes		On Way	
Greek Street Eats		Yes			
Happy Dough Lucky		No			

Immy's African Cuisine	Canceled	Yes			
Jandy's Base Camp*				Yes	\$
Julie's Blue Ribbon Cookies		Yes		Yes	142.18
Kha Sushi Land	Yes	Yes			
La Empanada*				Interested	
Lakeside Cookie Co.*				On Way	
Leonardo's Pizza	Yes	Yes		No	
Mequon-Milwaukee Diversity Rotary Club	Yes	Yes			
On the Block Burgers				Pending	\$
Pete's Pops	Yes	Yes			
S & T Cuisine		Yes		Yes	236.97
Say Cheese Curd Company	Yes	No		Pending	\$
Sendik's	Yes	Yes			
SIP MKE	Yes	Yes			
Stilt House	No	Canceled day of			
Strolling Donuts	Yes	Yes		Yes	142.18
Sunrise Acai Bowls	No	Yes		Yes	142.18
T. BEST Kettle Corn Co.	Yes	Unable to Attend			
That Taco Guy	Yes	Yes		Yes	236.97
The Cheel	Yes	Yes			

The Ladle Lady	No	Yes		Yes	142.18
Baaree	Yes	Yes			
Daily Taco & Cantina	Yes	Yes			
eeat.us	Yes	Yes			
The Nutman Company USA, Inc.	Yes	Yes		Yes	236.97
The Ruby Tap	Yes	Yes		On way	
The Smokin' C's BBQ	No	Yes		Yes	236.97
Thiensville-Mequon Lion's Club	Yes	Yes			
Tots on the Street	No	Yes		Yes	\$
Uyghur Grill	Yes	Yes		Yes	142.18
Wan's Thai Cuisine				Pending	
Weathers Juice Lab	No	Yes			
Wisconsin Fried Cheese Curds*				Yes	142.18
Yummy Bones	Yes	No			
Total Food/Beverage Vendors	27	32		15	3636.02

SETUP

Main Check in (2)	8:30 to Noon	Christine M.	Jenne
Drive Flagger (1)	8:30 to Noon	Tracy	
Cedarburg Rd North-end	8:30 to Noon	Lisa L.	Laeh
Cedarburg Rd Center	8:30 to Noon	Vanessa	Miranda
Children's Area	8:00 - 11:30	Brett	Deanna
Homestead Parking Setup (2)	8:00 - 8:30	Christine M.	Jenne

Carrie (Floater)

Greeter - South Info Booth (2 per shift, 6 ttl)	
12:00 to 2:00	
2:00 - 4:00	
4:00 - 6:00	

Main Stage	
1130-9:00	Lisa L.
Children's Stage	
Noon to 1:00	
1:00 to 2:00	
2:00 to 3:00	
3:00 to 4:00	
4:00 to 5:00	
5:00 to 6:00	
6:00 to 7:00	

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