

**MIDTOWN PRECINCT NORTH
306 WEST 54TH STREET
NEW YORK, NEW YORK 10019**

Dear Sir or Madam;

This letter is to request your assistance in coordinating activities in the Times Square Area on New Year's Eve. For premises located between 6th Avenue and 8th Avenue from 45th Street to 59th Street we request that your guests/employee's enter from either 6th Avenue or 8th Avenue at the cross street closest to your premise. Large crowds, in the Times Square Area may necessitate the implementation of frozen areas earlier than previous years, therefore your employees and guests should be familiar with detour information.

In order to cross police lines on New Year's Eve your guests/employee's should have a printed invitation or company ID with the address of their destination. We also request that you have a representative located at either 6th Avenue or 8th Avenue with a guest list to assist with arrivals.

We are in the process of compiling a list of New Year's Eve events. Please contact Det. Steve Giaco or P.O. Mike Dugan at 212-767-8447 or fax them any information at 212-767-8446 as soon as possible.

Thank you for your cooperation.

**Timothy Beaudette
Deputy Inspector**