

**STATEN ISLAND FLEET WEEK INC.
P. O. Box 141077
STATEN ISLAND NEW YORK 10314**

Dear Friends,

Staten Island Fleet Week is planning our annual calendar for “**Fleet Week 2011**” and cordially invites your organization to participate in two exciting events.

FREE TOURS of the visiting ships will take place this year on Saturday May 28, Sunday May 29 and Monday May 30, 2011. Your organization must provide its own transportation. Tours take approximately one hour, and are given by the crewmembers of the visiting ships. The tours provide first hand experience of the dedication and proficiency our men and women in uniform provide in protecting our freedom. As a visitor, you can observe how these high tech vessels operate and how the job of each crewmember is important to the overall operation of a ship.

A recreation area is provided for groups to eat lunch and relax after the tours. A gift shop and café offers souvenirs and a very reasonable lunch menu or snacks.

Due to the huge success of our “**Sailor’s Mailbox**” for the past ten years, we will once again host our **Pen Pal Program**. Each organization is encouraged to write a letter to a sailor and place it in the mailbox located in the Recreation Area. During past Fleet Weeks, we have had many ships’ visit the homeport and many schools and organizations participated in this program, resulting in hundreds of letters being exchanged. With many of our ships going overseas, letters from caring individuals play an important part of feeling connected to home. All organizations are welcome to participate in this program. Please clearly mark your name, address and organization on the outside of the envelope in order for sailors to respond to your letter.

Enclosed you will find a form to fax, or mail back with your preferred day for tours so we can reserve your time slot. If you have any questions, please feel free to call Donna Cutugno at 718-698-4053

Sincerely,
Vito Giobbie
Executive Director
Staten Island Fleet Week Inc.

STATEN ISLAND FLEET WEEK INC
P. O. Box141077
STATEN ISLAND, NEW YORK 10314

YES! OUR ORGANIZATION WOULD LIKE A SPECIAL TOUR OF THE VISITING SHIPS AT THE STAPLETON HOMEPORT ON THE FOLLOWING DATES BETWEEN 9:00 AND 11:00 AM. There will be food and drinks available, along with TEE Shirts and other souvenirs for sale. (**Please print clearly**)

Name of Organization:

Address:

Phone No:

E-Mail:

Fax No:

Contact Person:

Saturday May 28, 2011
Number of Guests:

Sunday May 29, 2011
Number of Guests:

Monday May 30, 2011
Number of Guests:

SPECIAL NEEDS OR REQUESTS:

Please mail to above address or Fax to 718-698-9434 by May 1, 2011

*All tours are to meet at the FLEET WEEK office / Recreation Center. You will be greeted by your tour guide and escorted to the pier. Shuttle bus service is available from the south parking lot. Please copy and pass on to others who might have an interest in participating. All faxed requests will receive a faxed conformation back.

Approved by Fleet Week: _____