

Ardis T. Williams, Sr. Auditorium

Application for Complimentary Use

Please note: If you are not a City Department utilizing the facility for official City business, your event will require a certificate of insurance. There may also be additional costs (labor, cleanup, security, etc.) associated with your function. This will be determined prior to contracting the date/event.

Catered food is permitted in the Auditorium only if prepared and served by a licensed and insured caterer doing business in the State of Mississippi. An exception can be made if the user signs a waiver indemnifying and holding harmless the Board of Mayor and Aldermen and employees elected and appointed of the City of Vicksburg. Beer, wine and liquor must be controlled and dispensed only by a caterer with an off-premise liquor license.

Your request is subject to:

1. Date availability.
2. Review by City of Vicksburg (Criteria of the Comp Use Policy set forth by the Mayor and Aldermen)
3. Signed approval by the Board of Mayor and Aldermen. The process must follow the above three steps before complimentary use is finalized.

Group/Organization AARP MISSISSIPPI

Primary Contact Person Meegie Jordan

Address 188 East Capital Street Ste 1150

City Jackson **State** MS **Zip** 39208

Telephone (Day) 601-898-5436 or 601-608-8988 **Email** mjordan@aarp.org

Date(s) Requested 4/11/2025

Event Start Time(s) 12noon **Event End Time(s)** 2 pmn

***Please attach a separate sheet if more space is required for date(s) and time(s)**

Reason for usage (please give as much detail as possible)

AARP Mississippi is hosting a forum on Fraud and Scams. This event is open to the public.

Meegie Jordan
Signature

4/11/2025
Today's Date

Do NOT write below this line

(Signify approval with initials below)

Reviewed — Interim City Clerk, Deborah A. Nickson

Mayor Flaggs, Jr. _____ Alderman Monsour, Jr. _____



188 East Capitol Street Ste 1150 | Jackson MS 39201
1-866-554-5382 | Fax: 601-898-5429 | TTY: 1-877-434-7598
aarp.org/ms | aarpms@aarp.org | twitter: @AARPMS
facebook.com/AARPMS

March 31, 2025

Dear Mayor Flaggs,

I hope this message finds you well. My name is Meegie Jordan, and I am the AARP MS Community Outreach Associate State Director. I had initially reserved the Gertrude Young Center for a public event scheduled on April 11th. However, I have recently been informed of policy changes after reserving the venue that prevents us from hosting the Fraud Forum there.

Given the nature of the event, it is crucial that we accommodate at least 50-75 attendees and provide space for media coverage. In light of these requirements, I am reaching out to inquire about the possibility of reserving the Ardis T. Williams Auditorium for this event, at no cost, should the date be available on April 11th, 12pm to 2pm.

As we know, elder fraud is a growing issue that affects millions of older Americans each year, and it impacts not just seniors but our communities as a whole. We strongly believe that shredding old, sensitive information is an important step in helping to prevent fraud in our communities however, it is important to equip our communities with knowledge to protect themselves from becoming victims of scams. This event is free and open to the public.

Best regards,
Meegie Jordan
AARP MS Community Outreach Associate State Director