



TOWN OF HOPKINTON
TOWN MANAGER'S OFFICE
Norman Khumalo
Town Manager

2015 Invitational Entry Application Process

In accordance with Section 2 of the Hopkinton Marathon Policy, the Board of Selectmen invites applications for the upcoming 2015 Boston Marathon in the following manner:

Invitational entry applications will be distributed to qualified organizations through a random selection that will take place at a Board of Selectmen meeting on Tuesday, December 16, 2014. In order to qualify for the random selection, an organization must fit one of two category descriptions outlined in the Town's Marathon Policy, namely:

- i. Organizations undertaking activities for the benefit of the Town of Hopkinton; or
- ii. Organizations undertaking public service activities within the Town of Hopkinton

Each organization may request up to five (5) invitational entries. However, the Board of Selectmen will announce a cap of invitational entries that an organization could receive on the day of the random selection. Organizations that receive invitational entries through the December 16th random selection may then distribute them directly to individual runners that agree to raise money for the organization, and must agree to comply with all terms and conditions set by the BAA and the Town. Organizations wishing to apply, may only apply under one category. The Board requests that organizations who apply commit to a minimum of raising \$4,000, per invitational entry they receive through the random selection.

Qualified organizations that would like to be included in the random selection must fill out the BAA Invitational Entries Application, and submit to the Board of Selectmen's Office by **Noon on Thursday, December 4, 2014**. Late applications will not be considered. Applications are available in the Board of Selectmen's Office (address below) or the Board of Selectmen's website: <http://www.hopkintonma.gov/home/government/boards/bos>.

Applications will become available on Monday, November 10, 2014.

Please send all applications via email or hard copy to the Board of Selectmen's Office at:
Board of Selectmen
c/o 2015 Marathon Invitational Entries
18 Main Street
Hopkinton, MA 01748
Email: mglynn@hopkintonma.gov (preferred)
For questions, please contact Executive Assistant, Maria Glynn, at 508-497-9700.



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2015 BOSTON MARATHON
BAA INVITATIONAL ENTRIES APPLICATION

Please provide the following information. The application will be disqualified if not completely filled out.

1.	Name of Organization	
2.	Primary Contact	
3.	Address	
4.	Telephone	
5.	Second Telephone (if necessary)	
6.	Email Address	
7.	Organization website	
8.	Category	<input type="checkbox"/> Organizations undertaking activities for the benefit of the Town of Hopkinton; or <input type="checkbox"/> Organizations undertaking public service activities within the Town of Hopkinton.
9.	Verification (copy) of tax-exempt status under Section 501(c)(3) or (4) of the Internal Revenue Code	Please provide documentation as a tax exempt organization
10.	Number of Invitational Entries requested for this year (max. 5)	
11.	Number of Invitational Entries received in <u>2014</u> from sources other than Hopkinton	