



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

2013 Invitational Application Assignment Process

In accordance with Section 2 of the Hopkinton Marathon Policy, the Board of Selectmen invites applications for the upcoming 2013 Boston Marathon in the following manner:

Seventeen (17) invitational applications will be distributed to qualified organizations through a lottery that will take place at a special Board of Selectmen meeting on Tuesday, November 20, 2013. In order to qualify for the lottery, an organization must fit one of three category descriptions outlined in the Town's Marathon Policy, namely:

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

Those qualified organizations that would like to be included in the lottery must fill out the BAA Invitational Numbers Application, and submit it to the Town Manager's Office by **Noon on Friday, November 16, 2013**. Late applications will not be considered.

Each organization may request up to seventeen (17) invitational applications. However, the Board of Selectmen will announce a cap of invitational applications that an organization could receive on the day of the lottery. Organizations that receive invitational applications through the lottery may then distribute them directly to individual runners that agree to raise money for the organization, and agree to comply with all terms and conditions set by the BAA. Organizations wishing to apply, may only apply under one category.



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BAA INVITATIONAL NUMBERS 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	
6.	Email Address	
7.	Category	<input type="checkbox"/> Organizations undertaking activities for the benefit of the Town of Hopkinton; <input type="checkbox"/> Organizations undertaking public service activities within the Town of Hopkinton; or <input type="checkbox"/> Organizations undertaking public service activities within the Commonwealth of Massachusetts.
8.	Verification of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code	
9.	Number of Invitational Applications requested	