



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

**2017 Invitational Entry Application Process**

In accordance with Section 2 of the Hopkinton Marathon Policy, the Board of Selectmen invites applications for the upcoming 2017 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 6, 2015. 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 public service activities for the benefit of the Town of Hopkinton; or
- ii. Organizations undertaking public service activities within and for the benefit of 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 6<sup>th</sup> random selection may then distribute them directly to individual runners that agree to raise money for the receiving organization, may not transfer entries to other organizations or individuals, 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 \$5,000, 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 Tuesday, November 22, 2016**. 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 Wednesday, November 2, 2016 at Noon.

Please send all applications via email or hard copy to the Board of Selectmen's Office at:

Board of Selectmen  
c/o 2017 Marathon Invitational Entries  
18 Main Street  
Hopkinton, MA 01748  
Email: [mglynn@hopkintonma.gov](mailto:mglynn@hopkintonma.gov) (preferred)

For questions, please contact Executive Assistant to the Town Manager, Maria Glynn, at 508-497-9700.



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### 2017 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 public service activities for the benefit of the Town of Hopkinton; or <input type="checkbox"/> Organizations undertaking public service activities within and for the benefit of 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 (Maximum 5)	
11. Number of Invitational Entries received in 2016 from all sources other than Hopkinton.	