

Annual Festival of Trees Agreement

Hosted by the Common Man Inn & Restaurant Claremont, NH

As a participant the said non-profit organization agrees to the following terms and conditions of the event:

- All participants must provide written proof of their 501 C 3 status along with the signed agreement by Wednesday, November 20th, 2019 in order to participate.
- **Tree locations will be determined by the Inn around the property and choice of spot will be on a first come, first served basis. Participants will be required to check in with the front desk of the Inn prior to set up of tree. The restaurant is closed until 4pm so please go to the Inn.**
- **Decoration Rules**
 1. The participant will provide one artificial tree no taller than 7'
 2. Flashing lights are not permitted
 3. Colored and white lights are acceptable
 4. Marketing materials may be displayed under the participant's tree
 5. Property of the Common Man Inn & Restaurant Claremont may not be used as display space by the participant, items will be moved accordingly
- Tree set up and decorating is permitted between the hours of 11:00am and 6:00pm daily beginning on Sunday, December 1st through Thursday, December 5th, 2019.
- ***The Common Man Inn & Restaurant Claremont will not be held liable nor be responsible for damage to or loss due to theft of property belonging to the participant.***
- **Voting Rules**
 1. Voters may submit only one vote. Multiple votes will be discarded.
 2. Voters are required to submit votes in person while on the property of The Common Man Inn & Restaurant.
 3. Copying of official ballots is prohibited and they are not to be removed from the property of the Common Man Inn & Restaurant.
 4. Voting begins Friday, December 6th and ends Monday, January 1st, 2020
- **Prizes**
 1. First Prize – Appetizer cocktail party with a cash bar at the Common Man Inn & Restaurant, Claremont. \$500.00 value for up to 50 people. Prize is valid from January 11th, 2020 through April 30th, 2018. Valid Sunday -Thursday, non-holiday time only.
 2. Second Prize – \$300.00 Common Man gift card. Valid only at the Claremont location.
 3. Third Prize - \$200.00 Common Man gift card. Valid only at the Claremont location.
- **Notification & Pickup**
 1. Winners will be notified by email by January 10th, 2020.
 2. Representatives of the winning organizations are required to pick up and sign for prizes at the Common Man Inn Front Desk, 21 Water Street, Claremont, NH.
 3. Tree, decorations and marketing material must be picked up by no later than Monday, January 6th, 2020. All remaining items after this date will be donated or discarded.

**Please print the following:

Organization Name: _____ Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Tree height: _____

By signing below, you agree to the terms and conditions listed above as the responsible party for this organization.

Print Name: _____ Signature: _____ Date: _____



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