

# **BUSINESS ORGANIZATION OF OLD TOWN (B.O.O.T.)**

presents



## **ONE ENCHANTED EVENING**

**THURSDAY, NOVEMBER 19, 2015**

**5:00 TO 8:00 P.M.**

Held exclusively by the participating businesses in Old Town Clovis, this event provides the merchants of Old Town Clovis the opportunity to showcase their businesses while hosting invited guests to an evening of appreciation and elegance.

Participating merchants of Old Town Clovis should plan a unique, in-store reception.

Invitations, luminaries, entertainment, and drawing prizes will be provided by B.O.O.T. but your individual ambiance is up to you!

### **PARTICIPANT APPLICATION**

#### **Registration Deadline is Wednesday, November 4, 2015**

Participating merchants will receive:

- Promotion of the Event
- Custom postcard invitations for your guests, up to 200 (additional invitations will be available for a nominal fee)
- Decorative luminaries and candles
- Window display posters and more!

**Registration Fee:** \$50.00

Please make checks payable to B.O.O.T., P.O. Box 1548 Clovis, CA 93612.

**Contact the B.O.O.T. Office at 298-5774 for more information.**

Business Name: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Clovis, CA 93612 \_\_\_\_\_

Contact Person: \_\_\_\_\_

No. of Invitations: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## One Enchanted Evening Hold Harmless Agreement

In return for the Business Organization of Old Town (B.O.O.T) considering the application of the undersigned for participation in **One Enchanted Evening**, the undersigned Participant declares and agrees as follows:

Approved participant agrees to comply with all Governing Rules and Regulations, as may be amended from time to time, and any and all other rules and regulations pertaining to participant that may be promulgated by B.O.O.T.

Participant agrees to indemnify and hold harmless B.O.O.T., the City of Clovis, Clovis Community Development Agency, any event sponsor, all event location property owners, and each of their respective officers, directors, representatives, attorneys, employees, and agents from and against any and all claims, demands, causes of action, damages (including but not limited to damages to any of the property of any of the indemnified parties), liabilities (including but not limited to liabilities of an indemnified party with respect to their respective officers, directors, representatives, employees, and agents), attorney fees and costs, of every kind and nature whatsoever, whether foreseeable or unforeseeable, directly or proximately resulting from or caused by, or arising in connection with, the participation in **One Enchanted Evening**, and/or the use or occupation of the property or facilities herein where **One Enchanted Evening** is conducted, whether such use or occupation is authorized or not, or from any act or omission of participant or any of its officers, directors, representatives, agents, employees and invitees; and the participant shall pay and satisfy any judgment or decree which may be rendered against any of the indemnified parties in any such suit, action, or other legal proceedings; and Participant shall pay for any and all damages to property of any of the indemnified parties, including loss or theft of such property, directly or proximately resulting from or caused by participant, or any of its officers, directors, representatives, agents, employees, and invitees.

If this agreement is signed in a representative capacity, the person signing represents and warrants that he or she is authorized to bind the entity on whose behalf this agreement is executed.

**Entity name (if applicable):** \_\_\_\_\_

**Signed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## One Enchanted Evening Participation Guidelines

Participants:

Old Town Clovis is indeed an enchanted place. Particularly when shared with family and friends on a beautiful autumn evening! Help us make **One Enchanted Evening** a memorable event for business and for everyone that participates. As a participant, the success of **One Enchanted Evening** will be dependent on you! Your enthusiasm, creativity and generous hospitality are essential to making this event a huge success.

### **EVENT GUIDELINES:**

- Distribute postcard invitations to your customers by mail or personally when they make a purchase. If you need a PDF of the invitation or post card to send by email, please let the BOOT office know.
- Decorate the front of your store with white lights and light the path to your door with luminaries of your own or those we provide you\*. Let your own creative light shine and make your business stand out!
- Serve hors d'oeuvres, or other refreshments, and non-alcoholic beverages for your guests.
- After you welcome your guests, invite them to stroll along the streets of Old Town.
- Luminaries will light the way as they visit other participating business and enjoy more activities!
- Encourage your guests to relax on a complimentary horse-drawn carriage ride.
- Display drawing entry form in a conspicuous place.
- Must be 18 years of age to enter the drawing.

### **OLD TOWN CLOVIS SCRIP DRAWING:**

Invite your guests to register for the Old Town Clovis gift certificate drawing. Each participating merchant will be provided drawing entry forms. Guests may register **only one time per business**, however, they may register at as many participating businesses as they wish. Entries will be picked up the following day. Again, they must be 18 years of age to participate in the drawing.

Winners will be notified by email within the following 10 business days.

Winners need not be present to win and will be notified by phone or by email. We will attempt to gather email addresses so that we have the ability to notify people of events in the future. Their email addresses will not be used for other purposes nor will be given to any other entity. Winners will be given Old Town Clovis scrip in various denominations. Only original scrip will be accepted and is not redeemable for cash. To receive reimbursement of the redeemed scrip, forward the original scrip to: B.O.O.T. P.O. Box 1548, Clovis CA, 93613

Luminaries and battery operated votives will be passed out to merchants the week of the event. Please put the luminaries out by 5PM in front of your stores, near the curb or doorway; and bring them in at the end of the event. We will pick them up on Friday following the event.