



## Old Town Holiday Decorations Rebate Program

### Description

The Old Town Holiday Decorations Rebate Program is administered by the Old Town Merchants and Residents Association (OTMRA) in sponsorship with Old Town Special Service Area #48.

This Program is part of an effort by the Old Town Merchants and Residents Association to coordinate holiday window storefront decorations for storefronts in the neighborhood. The window displays would showcase Wells Street and Old Town's holiday spirit, as well as serve as an attraction for Old Town. Window decorations will also show unity among Old Town businesses during this holiday season.

**Applicants that meet all Program requirements outlined in this document may receive a rebate of up to 100% of eligible costs, not to exceed a total of \$200 per project.** The OTMRA reserves the right to implement additional or change the eligibility requirements of the Old Town Holiday Decorations Rebate Program.

*Currently this rebate program is only open to Merchant and Non-Profit members of the Old Town Merchants and Residents Association. Applications will be accepted while funds last.*

### Project Requirements

- 1) Storefront or business must commit to having holiday decorations in their windows from November 13, 2020 to December 31, 2020
- 2) Window decorations must include the Old Town Medallion (provided by the OTMRA)
- 3) Window decorations must include a hidden object to be part of a neighborhood wide photo scavenger hunt
- 4) At least one representative must attend the Retail Committee Presentation on Preparing for the Holidays on Tuesday, October 6 at 10AM (Optional)

## Eligible Applicants & Projects

- 1) Applicants must be locally owned-businesses located in the Old Town Neighborhood.
- 2) Applicants may only seek a rebate for purchases that are used for holiday decorations in their storefronts.
- 3) Applicants must be the entity paying for the project. The project must have already been purchased before the rebate is given.
- 4) The Old Town Holiday Decorations Rebate Program will only cover purchases from September 1, 2020 through December 31, 2020.
- 5) Applicants must be Business or Non-Profit Members of the OTMRA

## Application Checklist

Please ensure that all the following items are included in your application. Incomplete applications will not be accepted.

\_\_\_\_ Completed Application

\_\_\_\_ Invoices and receipts that prove proof of purchase

\_\_\_\_ Signed Old Town Holiday Decorations Program Commitment Form

\_\_\_\_ Signed Statement of Understanding

### Business Name:

---

### Business Address:

---

Street Address

City

State

Zip

### Contact Information:

---

Name of Contact Person

Title

Phone Number

Email

---

Mailing Address

City

State

Zip

**Old Town Holiday Decorations Rebate Program Reimbursement Expenses:**

Please list items/services purchased (for 100% of expenses, not to exceed \$200). Copies of paid invoices/receipts must be attached to application in order to be eligible for rebate reimbursement.

1. _____ Item/Service Purchased	Amount Paid
2. _____ Item/Service Purchased	Amount Paid
3. _____ Item/Service Purchased	Amount Paid
4. _____ Item/Service Purchased	Amount Paid
5. _____ Item/Service Purchased	Amount Paid
6. _____ Item/Service Purchased	Amount Paid
7. _____ Item/Service Purchased	Amount Paid
8. _____ Item/Service Purchased	Amount Paid
9. _____ Item/Service Purchased	Amount Paid
10. _____ Item/Service Purchased	Amount Paid

**The Old Town Holiday Decorations Rebate Program will provide a rebate of expenses for 100% of expenses, not to exceed \$200.**

---

**Total Amount Paid**

**Amount Requested**

**Old Town Holiday Decorations Program Commitment**

Please initial here to confirm that you will be participating in the Old Town Holiday Decorations Program for 2020.

Initials: \_\_\_\_\_

**Statement of Understanding**

The applicant (undersigned) agrees to fully and timely comply with the guidelines and procedures of the Old Town Holiday Decorations Rebate Program and the outlined specifications. It is understood by the applicant that they must submit everything under the applicant checklist, and that they have read the entire Old Town Holiday Decorations Rebate guidelines and agree to be fully bound by their terms and conditions. **APPLICANT RELEASES THE OLD TOWN MERCHANT & RESIDENT ASSOCIATION (TOGETHER WITH THEIR OFFICERS, DIRECTORS, AND AGENTS) FROM ALL CLAIMS AND CAUSES OF ACTION OF ANY KIND (KNOWN OR UNKNOWN) IN CONNECTION WITH THIS OLD TOWN HOLIDAY DECORATIONS REBATE PROGRAM**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Name (Please Print): \_\_\_\_\_

Applicant's Title: \_\_\_\_\_

For Office Use:

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

SSA #48 Property: \_\_\_\_\_

Approved: \_\_\_\_\_

Business Notified: \_\_\_\_\_

Check Sent: \_\_\_\_\_