

OFFICIAL USE ONLY	
Date Paid:	
Amount Paid:	
Approved:	
Invoice Needed:	

**NEW HAMPSHIRE DIVISION OF TRAVEL AND TOURISM DEVELOPMENT
WELCOME AND INFORMATION CENTER
BROCHURE PROGRAM APPLICATION**

Please complete this application and return to the Division of Travel and Tourism Development (DTTD) office, with a copy of the brochure and a rack fee payment (only for renewing publications). An application is required for each brochure. Please note that until approval is received, whether new or renewal, distribution of the brochure is not to commence. Please allow for a 30 day window of review and notification of approval/denial.

Please select an option:

NEW PUBLICATION

PUBLICATION RENEWAL

SHORT TERM EVENTS PUBLICATION (see specific criteria)

Name of Brochure:	
Contact Person:	
Submitting Organization:	
Type of Organization:	
Tourism Region:	
Address:	
City/State/Zip Code:	
Phone #	
Fax #:	
Email:	
Website:	

Publication Size:

Single (4" x 9")

Double (8" x 11")

Business Type:

For Profit

501 (c)6 Business Organization/NH Non-Profit

501(c)3 Non-Profit

Distribution Vendor:

White Mountains Attractions
Best Read Guide/Seacoast Media

Hippo Press, LLC
CTM Media Group

Will this brochure have a separate summer or winter version?

Yes

No

If yes, what is the name of the brochure?

What are the months that each brochure will be displayed?

WELCOME AND INFORMATION CENTER SELECTION

Please mark the Welcome Centers you would like your brochure to be displayed in.

Welcome and Information Centers					
Canterbury		Lebanon*		Sanbornton	
Colebrook*		Littleton*		Seabrook	
Hooksett North**		North Conway		Springfield	
Hooksett South**		Salem		Sutton	

*Seasonal Centers Open May-Oct

**Premier pricing for these centers

New Applicants - Please Note: If publication is not currently approved to be in Hooksett, please contact DTTD for availability before sending rack fee payment in.

If space is not available in Hooksett, would you like to be put on the waiting list and be notified when available? YES NO

DTTD BROCHURE PROGRAM RACK FEES

Prices listed below reflect the fee per center for one year. Please note: The Hooksett centers have separate pricing and do not vary by business type.

For example: A For-Profit with a single-size brochure seeking distribution in 5 WIC's (5 centers x \$20.00) totals \$100 in annual rack fees.

Rack Fee Calculation				
Business Type	# of Centers	Single	Double	TOTAL
For Profit				
# of WICS (Excluding Hooksett)		\$20.00	\$40.00	
Hooksett North:		\$30.00	\$60.00	
Hooksett South:		\$30.00	\$60.00	
Business Org				
# of WICS (Excluding Hooksett)		\$10.00	\$20.00	
Hooksett North:		\$30.00	\$60.00	
Hooksett South:		\$30.00	\$60.00	
Non-Profit 501C3				
# of WICS (Excluding Hooksett)		\$5.00	\$10.00	
Hooksett North:		\$30.00	\$60.00	
Hooksett South		\$30.00	\$60.00	
GRAND TOTAL:				

*Place a 1 in the Hooksett space if you have elected those centers;

**Multiply the #of centers by cost (reflect in total); calculate the total for all centers in Grand Total box.

CHECK LIST:

1. Complete application (including signatures)
2. Enclose **one copy** of the publication
3. Provide Non-Profit Status Documentation (if applicable)
4. Include a check for Rack Fee Payment, payable to: Treasurer - State of NH (renewals only)
5. Mail all items to:
 DTTD -Welcome and Information Center Brochure Program
 Attn: Jennifer Townsend
 172 Pembroke Road
 Concord NH 03301

I have read and understand the policies written above and agree to abide by the requirements of the program.

SIGNATURE: _____ **DATE:** _____