

Christmas Candlelight Tour Information for Homeowners

**Sunday, December 11, 1994
5 p.m. to 8:30 p.m.**

Quincy Preserves will provide the following:

- 1) House parents and adequate volunteers.
- 2) Research and written histories of home and sketches for our brochure.
- 3) Photographs for local newspaper and area publicity - interior and exterior shots as selected for each location. Homeowners may keep all photos (excluding negatives) after event.
- 4) Runners at the entrance of each home and shoe covers to protect carpets and flooring. A specific route will be agreed upon.
- 5) Each location will receive recognition at the Quincy Preserves Annual Dinner Banquet.
- 6) House parents will be responsible for enforcing the following rules upon the quests who will be in your home:
 - a) No smoking, food, or beverages
 - b) No photographs
- 7) Liability and theft insurance (that has never been needed).

Quincy Preserves needs from Homeowners:

- 1) Convenient time for home to be toured by committee with owner to decide on worker positions.
- 2) List what floors will be open to the public:
1st only 1st and 2nd 1st, 2nd & 3rd Basement and Attic
- 3) List areas to avoid which may be under construction or unstable.
- 4) List family or friends that you would like to have room-sit.
- 5) Agreeable time for setup the afternoon of the tour. _____

If you have any questions, please call:

Vicki Ebbing - 224-4400

Lee Lindsay Curtis - 224-3755