



**Weiser Memorial Hospital Foundation**  
Proudly Presents The 30<sup>th</sup> Annual  
**Festival of Trees**  
November 28<sup>th</sup> – December 2<sup>nd</sup>, 2016

*Event Theme “Holly Jolly Christmas”*

## **Tree Decorator Guidelines**

Your commitment to the Festival of Trees helps Weiser Memorial Hospital meet the healthcare needs of you, your friends, family, and your community.

With your support and effort, this festival is a fun way to raise money for the hospital and be involved in a wonderful community event. Recognition in the following five areas will be awarded: 1) People’s Choice, 2) Artistic Originality, 3) Overall Look and Appeal, 4) “Miracle” Tree (Top \$\$ raised) and 5) Children’s Tree.

### **The Tree Decorators and Sponsors agree to:**

- Submit a completed Decorator’s Registration form by Nov 14th.
- Select a tree Monday, Nov. 28<sup>th</sup>, or Tuesday, Nov. 29<sup>th</sup>.
- Decorate on Mon. Nov 28<sup>th</sup> (1PM-9PM) or Tues. Nov. 29<sup>th</sup>, (8AM – 2PM).
- Supply materials to both decorate AND transport your tree. (Don’t forget tree skirts, wire, ladders, topper box, and several empty boxes.)

### **The Festival of Trees will:**

- Provide a 5-6 foot fresh-cut Noble Fir, or 3-4 foot tabletop tree in a tree stand.
- Take ownership of the trees at 2 PM, Tuesday, November 29<sup>th</sup>.
- Provide soup and bread Monday, November 28<sup>th</sup>, from 5 – 7 PM, and Tuesday, November 29<sup>th</sup>, from 12 – 2PM.
- Adjust tree placement after it is decorated to maximize venue space and display to its best advantage.
- Display a sign in front of each tree recognizing its sponsors and decorators.
- Auction the trees during the Gala Event on Wednesday, November 30<sup>th</sup>.
- Provide a receipt for tax purposes of the estimated value of each tree.

### **Decorating Rules:**

- All ornaments, lights, garlands, and decorations must be securely wired to the tree.
- Tree toppers must be detachable for transporting. Please provide a labeled topper box.
- Flocking, snow, live plants or live animals are not allowed. Also any edible food items must be commercially wrapped.

Thank you! This treasured event would not be possible without you!

Festival of Trees – Co-Chairman

Casey Clark Ney, Weiser Memorial Hospital, 645 East 5<sup>th</sup> St., Weiser, ID (o) 549-4110 (c) 250-9707

[cney@weiserhospital.org](mailto:cney@weiserhospital.org)



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Decorating Days are:

- Monday Nov. 28<sup>th</sup>, from 1 PM – 9 PM (soup 5-7pm)
- Tuesday Nov. 29<sup>th</sup>, from 8 AM – 2 PM (soup 12-2pm)

Registration Deadline is November 14<sup>th</sup>. Please send your completed registration form to Casey Clark Ney, Weiser Memorial Hospital, 645 East 5<sup>th</sup> St., Weiser, ID 83672 or email to [cney@weiserhospital.org](mailto:cney@weiserhospital.org)  
For questions call 549-4410 or 250-9707.

Tree Sponsor: \_\_\_\_\_

Group Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Please name all Decorators in your group: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tree Choice: Full size \_\_\_\_\_ Table top \_\_\_\_\_

Tree Title: \_\_\_\_\_

Please write a 3 – 4 sentence description for the buyers at the GALA Auction:

(Describe your lighting, ornaments, decorations, tree skirt, tree topper, and the additional display items sold with the tree).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please generate a “good faith estimate” of the “fair market value” of your tree: \$ \_\_\_\_\_

THANK YOU FOR YOUR PARTICIPATION!