



## 2018 Festival of Tree's Decorating Contest

The Fair Oaks Christmas in the Village event is looking for Local Businesses and Nonprofit Organizations to participate in our Holiday Lights Tree Decorating Contest!

Thank you for your interest in our 2018 Holiday Lights Christmas Tree Decorating Contest. For this annual event, we are asking seven (7) local businesses and organizations to join us in creating a Festival of Trees at the Christmas in the Village event Saturday, December 1<sup>st</sup>. Participating businesses and organizations will have a tree location assigned in Plaza Park and will be invited to join us the morning of December 1<sup>st</sup> to begin decorating your tree. Trees will be displayed throughout the day and during the Tree Lighting event later that evening. We challenge you to create festive and original Christmas Tree Displays.

**Cost to Register:** \$25 per tree (all proceeds go to security costs to have the trees up all weekend)  
**Please make checks out to *FORPD* and deliver with registration form to the Fair Oaks Recreation & Park District Office or the Fair Oaks Chamber of Commerce**

### Award Categories:

Most Creative

Honorary Mayor's Choice

People's Choice

### Judging Criteria:

1. Meeting all guidelines on page 2.
2. Originality & creativity
3. Overall display creation
4. Ingenious use of inexpensive materials/decorations
5. Remember...use your imagination and best efforts!

We are collecting registration forms now, and will contact you by November 30<sup>th</sup> with the final event details. Please read the Guidelines on the registration form and other information below. We look forward to your participation, and to meeting you! Please contact us at (916) 966-1036 if you have any questions.

**Set-Up Dates and Times:** Saturday, December 1<sup>st</sup> from 2:00pm – 4:00pm

Please pull along Park Drive to unload your tree and materials. Someone on staff will be there to greet you from 2:00pm – 4:00pm. Parking is available outside of the Village in the Russ Monroe Parking Lot and Scandinavian Designs (Taco Bell).

**Removal Dates and Times:** Monday, December 3<sup>rd</sup> by 12:00pm.

Please pull along Park Drive to load your tree and materials. You must remove your tree by 12:00pm on Monday, December 3<sup>rd</sup>. Any displays that are **NOT** picked up by 12:00pm will be discarded.

### **Other Information:**

1. Each organization is responsible for checking on their tree throughout the duration of the event, during normal park operating hours, to ensure that it looks fresh and in good condition.
2. The Fair Oaks Chamber of Commerce and the Fair Oaks Recreation & Park District reserve the right to remove any display we feel is inappropriate for families with young children.
3. The Fair Oaks Chamber of Commerce and the Fair Oaks Recreation & Park District are not responsible for lost, stolen or damaged items.



## 2018 Festival of Tree's Decorating Contest Registration Form

Please complete and fax this form to (916) 966-9863, or scan and email it to [events@forpd.org](mailto:events@forpd.org). You will receive an email confirmation of our receipt of your registration within 72 hours. Please contact us at (916) 966-1036, or email us at [events@forpd.org](mailto:events@forpd.org) if you have any questions.

### When setting up your tree please follow these guidelines:

1. Each group must bring and set up one (1) 4 ft. to 6ft. tree (no larger). The tree can be live or artificial.
2. You will need to supply your own tree stand, 25' extension cord, and one power strip.
3. Get creative! Come up with a theme for your tree and have fun with it!
4. Displays must be durable and of a quality that will last for the duration of the event.
5. Use your own original ideas. Feel free to incorporate contact information for your business or non-profit group.
6. Every tree must have lights, and no more than 3 strands of 100 twinkle lights can be used.
7. Each tree must have a topper on their tree. (i.e. Star, Angel)
8. Each group must decorate the area under their tree (i.e. tree skirt, present boxes, etc.)
9. Please bring your own materials to secure and set up your display. You will need your own step ladder.
10. Make sure to clean up your space.
11. The Fair Oaks Chamber of Commerce and the Fair Oaks Recreation & Park District are not responsible for lost, stolen or damaged items.

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**Group/Organization Name** (Our Sign Shop will be making signs; please print EXACTLY as you'd like it to be written):

\_\_\_\_\_

**Group Contact Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Your group is registering as a** (Circle One):    Business    Community Organization

**Your Tree Size:** (Circle One):                    4ft.                    5ft.                    6ft.

**Additional Info:** \_\_\_\_\_

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**THANK YOU!**