

Fair Oaks TREE LIGHTING Christmas in the Village

2019 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!

For this annual event, we are asking twenty (20) local businesses and organizations (**first come first serve until filled**) to join us in creating a Festival of Trees at the Christmas in the Village event **Saturday, December 7th**. Participating businesses and organizations will have a tree location assigned in Plaza Park and will be invited to join us the morning of **December 7th** 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. Decorating ideas include business logos, cards, theme (Bob's Cycle Bike), photos, etc.

Cost to Register: \$30 per tree

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

We are collecting registration forms now until filled, and will contact you by **December 6th** 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 7th** from 12:00pm – 2:00pm (Tree **MUST** be set-up by 2:00pm)

Please pull along Park Drive to unload your tree and materials. Someone on staff will be there to greet you from 12:00pm – 2:00pm. Parking is available outside of the Village and Scandinavian Designs (Taco Bell).

NO OVERNIGHT TREES!

You must remove your tree by 10:00pm on Saturday, December 7th. Any displays that are **NOT** picked up by 10:00pm 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.

COAT or CANNED FOOD COLLECTION COMPETITION

Compete with fellow organizations to collect new coats and non-perishable food items. All donations collected will benefit the Fair Oaks Youth Advisory Board Share the Spirit event and the local Orangevale/Fair Oaks Food Bank Satellite location.

Win a space for your organization at Festival Of Trees 2020!



Fair Oaks
TREE LIGHTING
 Christmas in the Village

2019 Festival of Tree's Decorating Contest Registration Form

Please complete and fax this form to (916) 966-9863, or scan and email it to iroberts@forpd.org. You will receive an email confirmation of our receipt of your registration and tree location within 72 hours. Please contact us at (916) 966-1036, or email us at iroberts@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, 50' 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. **NEW 2019: Odd numbered spaces will collect new coats and Even numbered spaces will collect non-perishable food items and cans. Collection is encouraged to begin prior to event and required day-of event. We ask that you have a representative present to collect items and market your organization or business. Location # & map and sent to you via email with receipt of payment following your registration. All items collected will be picked up by FORPD staff on December 7th, 2019. Items may be dropped off in advance to the FORPD Office.**
11. Make sure to clean up your space.
12. The Fair Oaks Chamber of Commerce and the Fair Oaks Recreation & Park District are not responsible for lost, stolen or damaged items.

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: _____

THANK YOU!