

Location _____

Tree#: ST- _____

FESTIVAL OF TREES

Small Tree Checklist

Upon receipt of this list at the check-out table, you will receive four thank you tickets to the Festival of Trees, good for the specific time and day of your selection (Wednesday, November 30 thru Saturday, December 3, 2022) **or** one ticket to Opening Night (Adults only, one ticket admits 2 adults).

Name of Tree: _____

Decorator: _____ Telephone: _____

Height of Tree: _____ Feet _____ Inches

Please Check the Following as Completed:

- _____ 1. Lights wrapped or wired on the tree and working?
- _____ 2. No battery-operated lights.
- _____ 3. Ornaments glued together and wired on?
- _____ 4. Tree bag underneath stand and tree skirt?
- _____ 5. Sturdy stand?
- _____ 6. Boxes are marked with tree number and properly stored?
- _____ 7. Check plugs - No more than 3 strands connected together.
- _____ 8. Dedicated Trees:
 - No larger than a 5x7 frame with a photocopied picture.
 - No other personal photos will be allowed on or around tree.
 - Table trees are not allowed to have a picture due to limited space.
- _____ 9. Turn in Itemization of Expenses form. Decorator keeps all receipts.
- _____ 10. All trees 4ft-5ft must have joints or sections secured with duct tape and secured with rebar and hose clamps. Trees 3ft-3 ½ft must have all joints secured with duct tape.
- _____ 11. Tree and other items do not weigh more than 50lbs.
- _____ 12. No water ornaments, globes or water features.
- _____ 13. No weapons or realistic looking weapons
- _____ 14. No sand, straw or live plants of any kind.
- _____ 15. No walls or barriers around tree.
- _____ 16. Special Instructions: _____

Decorator's Signature

Aisle Worker's Signature

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