

# FESTIVAL OF TREES

## Registering Your Nativity

- Register online by going to [www.festivaloftreesutah.org](http://www.festivaloftreesutah.org)
- We will accept the first 150 Nativities registered.
- Complete and return the registration form. Follow the instructions thoroughly.
- Please register early to avoid not getting a space.
- Remember to specify the size of your Nativity to reserve an appropriate amount of space.
- ***If you are unable to fulfill this commitment, please notify or Kathryn Beeny at [utegirl1850@yahoo.com](mailto:utegirl1850@yahoo.com) or 801-300-1037 so all spaces can be utilized.***
- **Note: Do NOT** solicit businesses for a donation without first clearing that contact with Primary Children's Hospital Foundation. Call 801-357-3638 with any questions.

## Things to Remember:

- Be creative – think of ways to make your nativity stand out.
- Tables are covered with black tablecloths. However, you may provide table coverings (will be sold with your item) to compliment your creation. Adding some silver, gold or other colored fabric is a great way to make your Nativity stand out.
- Please make sure to furnish box(es) for delivery and storage of your item, and please make sure to clearly label them with the name of your Nativity. If using lights, use those with UL listing (include any replacement bulbs and fuses). For battery operated lights please include extra batteries.
- ***Live plants, water ornaments, globes or other water features are not allowed.***
- **NAME YOUR DISPLAY:** Please give your Nativity a name, and limit to 22 characters including spaces.
- All creations become the property of the Festival of Trees upon completion and will be priced and sold accordingly. We cannot guarantee you items will be purchased for the financial investment you made.

## Drop Off Times and Instructions:

- Drop off time will be 8:00 a.m. and throughout the day, the first Monday after Thanksgiving.
- Nativity Scene must be completely assembled. ***Please provide a picture of how you would like it displayed.***
- ***Keep an Accurate Record of Expenses and Save Receipts for your Tax Purposes.*** You will be asked for your "Itemization of Expenses" form to help determine the fair market value of your tree. Keep all receipts associated with your tree and display for tax purposes.
- ***PICK-UP TIME CHANGE:*** This year and moving forward, pick-up of sold Nativities will not be available until Sunday morning beginning at 8:00 a.m.

*Upon completion, all creations become the property of Festival of Trees.*

**Thank you for your "Gift of Love" to children at Primary Children's Hospital**

*For more information, contact:*

Kathryn Beeny

[Utegirl1850@yahoo.com](mailto:Utegirl1850@yahoo.com) (preferred)

801-300-1037 (mobile)