

# FESTIVAL OF TREES

## Aisle of Wreaths Decorator's Checklist

***This form must be signed and returned with the registration form by October 15, 2018.  
If you have questions or concerns, call Leann Hansen, 801.572.3738 or Stephanie Pont, 801-369-0415***

- \_\_\_ The retail value of my wreath is greater than \$125
- \_\_\_ I agree that upon completion of my wreath on Decorating Day, my wreath and everything surrounding the wreath will become the property of the Festival of Trees Executive Board of Primary Children's Hospital.
- \_\_\_ If not registering online, I have enclosed the Aisle of Wreaths Registration Form, completed and signed. The name of the wreath is included. (Changes to the sign will not be made after **November 1.**)
- \_\_\_ I agree **NOT** to solicit businesses without first clearing that contact with Primary Children's Hospital Foundation. Call 801.662.5957 for questions.
- \_\_\_ If donating gift certificates, I agree to bring a detailed list of items included. A sign will be printed by the Festival to be displayed with the wreath for Opening Night. Gift certificates must be signed by company's owner or authorized person.
- \_\_\_ If dedicating a wreath to an individual, the **photocopy** of the picture will be 5" x 7" and the exterior dimensions of the mat or frame will not exceed 5" x 7". I agree that no other personal photos will be on or around the space assigned.
- \_\_\_ On Decorating Day, I agree to bring the completed "Itemization Sheet." I agree to allow the Festival of Trees Executive Board complete discretion with regard to the pricing of the wreath.
- \_\_\_ I will not place water ornaments, globes, or other water features on or around my wreath.
- \_\_\_ I will not use sand or live plants of any kind.
- \_\_\_ I agree to glue and wire ornaments and wire lights (pre-lit wreaths exempted) onto the wreath.
- \_\_\_ With the exception of memorabilia and collectibles, I agree that wreath, decorations, and accessories are new.
- \_\_\_ I agree the only written material displayed with my wreath will be the story card that will be attached to the back of the sign.
- \_\_\_ I agree to allow the Festival of Trees to share my story with the public and the media. I also give permission to release my story and any photographs for print, television, and social media.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

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