



# 2013 Tree Designer Commitment Form

## DESIGNER OPTIONS

Please check the appropriate box for the type of tree you would prefer to design. (Festival reserves the right to assign tree size and location).

- ☐ 7' Tree (10' x 10' display space)
- ☐ 4' Tree (5' x 10' display space)
- ☐ Tablescape (5' x 10' display space)

## DESIGNER RESPONSIBILITIES

Please initial next to each statement, signifying your agreement of responsibility.

- \_\_\_\_\_ Design and decorate a tree with a theme and title. Decorations and gifts need to fit within the developed theme.
- \_\_\_\_\_ Comply with the rules and regulations of the Tacoma Fire Department, Event Facility, and Festival of Trees.
- \_\_\_\_\_ Complete all paperwork within the time limitations outlined by Festival.
- \_\_\_\_\_ Attend workshops and, if a new designer, a consultation with Festival Staff and/or volunteers.
- \_\_\_\_\_ Work with Festival staff prior to the event to make arrangements for delivery of large props and gifts to the tree buyer.
- \_\_\_\_\_ Angel your Tree on Delivery Day or find someone who will.

***Please note that all trees, decorations, gifts, props and other items are the property of Festival***

## BENEFITS

- A decorating budget of \$1,000 for a 7' tree, or \$600 for a 4' tree or tablespace. Designers may add additional decorations to the tree at their own expense or through procured donations beyond the standard tree designing budget.
- Recognition on:
  - Sign next to the tree
  - Event catalogs
  - Website
- Use of your name and tree in pre-event publicity (at the discretion of Festival)
- 25 complimentary General Admission tickets for Public Viewing Days.
- A commemorative photo-plaque of your tree.
- Use of a 7' or 4' fire retardant and treated Noble Fir for decorating at the event (no substitutions).
- A handbook of rules, regulations, and guidelines for designing a tree with consultation by Festival staff and/or volunteers.

## DESIGNER INFORMATION

### PRIMARY DESIGNER:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

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

I prefer to be contact by: ☐ Phone ☐ Email

### CO-DESIGNER:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

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

I prefer to be contact by: ☐ Phone ☐ Email

**For questions, please contact the Event Office at 253.403.1368 or [festival@multicare.org](mailto:festival@multicare.org).  
Please return your completed form to the address below by September 1, 2013:  
Mary Bridge Children's Foundation PO Box 5296 Tacoma, WA 98415 | f. 253.403.1534**