



In partnership with:



APPLICATION FORM 2020 TREE DESIGNER

SUBMISSION DEADLINE: June 1st

DESIGNER INFORMATION

PRIMARY DESIGNER:

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

I prefer to be contacted by: _____ Phone _____ Email

CO-DESIGNER

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

I prefer to be contacted by: _____ Phone _____ Email

TREE INFORMATION

Do you currently have a sponsor you are working with for your tree?

____ Yes Sponsor Name: _____ ____ No, please assign me a sponsor.

____ I would like mentoring from an experienced designer to support me through this year's Festival of Trees.

I would like to design a tree for: ____ Tinsel on the Town, Friday 12/4 ____ Gala, Saturday 12/5

Tree Size: ____ 10-12' tree* ____ 7' tree ____ 5' tree

Space Size Requested: ____ 10'x15'* ____ 10' x 10' ____ 5' x5'

*Available in a limited quantity.

Please, in detail, describe your theme/design concept, viewing preference (360-degrees, 2-sided, etc.) and how you will use the display space. Festival reserves the right to decline theme if multiples exist. Designers would be given time to resubmit theme.

For questions, please contact the Event Office at 253.403.1387 or festivaloftreestacoma.org

Please return your completed form to the address below by June 1, 2020:

Mary Bridge Children's Foundation, PO Box 5296 Tacoma, WA 98415 | f. 253.403.1534

BENEFITS

- * For over 33 years, the Festival of Trees has been part of our community's traditions. This amazing opportunity allows you to create holiday magic for children, both young and old, and support Mary Bridge Children's Hospital & Health Center.
- * A decorating budget of \$1,000 for a 7' tree and \$600 for a 4' tree (per sponsor) to support the creative process. Multiple tree sponsorship may be used to increase your decorating budget.
- * Festival will provide you with a 7' or 4' fire retardant and treated Noble Fir for decorating at the event (no substitutions) along with two (2) metal surge protectors.
- * A complimentary lunch during **Tree Designer Day on Wednesday, December 2, 2020.**
- * Invitation to the Tree Designer Appreciation Dinner hosted by the Festival after the event.
- * A commemorative photo of your tree.
- * A handbook of rules, regulations, and guidelines for designing a tree.
- * Recognition on sign next to tree, website, and event catalogs.
- * Invitation to Designer Workshops and Tree Designer Party for ideas and networking.

DESIGNER RESPONSIBILITIES

Please note, the Foundation will make every effort to secure a tree sponsor for all trees. Each tree/designer will be allotted an advance, \$1,000 on a 7' tree and \$600 on a 4' tree. Advances in excess of \$1,000/sponsorship will not be allocated.

Tree Designers are asked to fundraise and procure donations in support of their tree. Annually the trees at Festival provide needed funds in support of Mary Bridge Children's patients, programs and services.

Each and every responsibility is important to our success. Please initial next to each statement, signifying your agreement of responsibility.

_____ I understand that I am to procure donations for my tree and monetary support for my tree. If I find I am in need of additional support I will make sure to reach out to the Festival office no later than June 30.

_____ I understand that the Festival office will try to accommodate my viewing requests.

_____ I do understand that the Festival has the right to refuse my theme if an identical theme has already been selected.

_____ I do understand that it is important to regularly attend workshops by myself or a member of my design team. If unable to attend, I understand that I will need to set up a time for a consultation with Festival Staff and/or Tree Designer Chair.

_____ I agree to design and decorate a tree with a theme and title. Decorations and gifts need to fit within the theme.

_____ I agree to complete all paperwork within the time limitations outlined by Festival.

_____ I agree to provide a detailed catalog description and estimated tree value by **November 1.**

_____ I agree to completing tree accounting by appointment with the Foundation prior to Festival week, in mid-November

_____ I will comply with the rules and regulations of the Tacoma Fire Department, event facility and Festival of Trees.

_____ I understand that trees will be viewed from all sides.

_____ I understand that all trees, decorations, gifts, props and other items are the property of Festival.

_____ I agree to "Angel" my tree, or arrange for an alternate, with the Trees Angel Chair, at the buyer's designated location on **Tree Delivery Day, Sunday, December 6, 2020.**