



MARY
BRIDGE
CHILDREN'S
FESTIVAL
of **TREES**


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Letter from the Chairs

Welcome to the 2020 Festival of Trees,

Lauren and I are thrilled to be joining you as this year's Event Co-Chairs. Our Festival experience has been one for the books! For over 20 years we've been Tree Designers and from 2005 to 2010 we also managed the Mary Bridge Brigade Gift Shop.

This year's theme is "It's A Wonderful Life" because Mary Bridge Children's helps make life better for children and their families. Your effort as volunteers is essential in raising funds for Mary Bridge Children's, ensuring that they continue to provide high-quality, compassionate care for children throughout our communities.

We've had the pleasure and honor to be following in the footsteps of many chairs who have held this role and who, with the dedication of community volunteers, have raised over \$36.9 million for Mary Bridge Children's. This has helped to provide countless families with care and support for the past 34 years.

Thank you to those who are new to Festival and to those who've supported Mary Bridge Children's for years. Please know you have our support and gratitude for opening your hearts and dedicating your time.

Festively Yours



Charlene Richardson
Charlene Richardson



Lauren Boulanger
Lauren Boulanger

FESTIVAL OF TREES OVERVIEW

Festival of Trees Mission

Festival of Trees is a philanthropic celebration benefiting children and families served by MultiCare Mary Bridge Children’s Hospital & Health Network.

Mary Bridge’s Festival of Trees involves a broad range of community supporters including designers, sponsors, donors and volunteers. Over 300 individuals annually give their time, talents, and resources to make Festival a success. Festival is supported by the Mary Bridge Children’s Foundation including a Festival Event Manager, dedicated Event Coordinators and a Festival of Trees Administrative Council (FOTAC) which is a group of volunteers that agree to act in chair and support positions for the many subcommittees such as Gala, Tinsel on the Town, and Trees Group. These members oversee their fellow volunteer committees and provide encouragement and support throughout the planning and execution of Festival of Trees. Altogether, this generous group is the Spirit of Festival!

Festival of Trees Administrative Council (FOTAC)

FOTAC is made up of dedicated volunteers that agree to act in chair positions and support positions for the many subcommittees of Festival such as Gala, Tinsel on the Town, Trees Group, etc. These volunteers are selected/recruited by the current Event Chair in concert with the Festival Event Manager. FOTAC members oversee their fellow volunteer committee members and provide encouragement and support throughout the planning and execution of Festival of Trees. They will work alongside the Festival of Trees Event Manager to produce a uniquely festive fundraising experience for our community.

2020 Mary Bridge Festival of Trees

THEME & COLORS	Theme: “It’s A Wonderful Life” Colors: Black, White, Gold and Silver
THEME INSPIRATION	1920’s <i>It’s A Wonderful Life</i> movie sensation!
EVENT SPECIFIC	<p>Tinsel on the Town (Friday, December 4, 2020)</p> <ul style="list-style-type: none"> • Goal: 600 guests • Evening proceeds: TBD • Ticket price: \$150 • Theme: Nick’s Tavern from the movie • Colors: Black and White with Gold and Silver Accents <p>Gala (Saturday, December 5, 2020)</p> <ul style="list-style-type: none"> • Guest Goal: 600 • Evening proceeds: “Where the Need is Greatest” at Mary Bridge • Ticket price: \$300/guest • Theme: 1920’s Black tie with art deco accents • Colors: Black and White with Gold and Silver Accents

WHERE CAN YOU FIND HELP?

The Festival office, the Foundations of MultiCare, and various other departments provide a wide range of support services to Festival's volunteer committees. To take advantage of these services, please coordinate your needs through the Festival Event Manager, Kelly Werner, at (253) 403-1387.

What	Who	Phone & Email
Tree Questions	Jeri Campbell <i>Trees Group Chair</i>	C: (253) 732-1860 jcamp40895@aol.com
Mini Tree Procurement Chair	Megan Steinhauer	(253) 468-6562 (C) megkatica@gmail.com
Wreath Procurement Co-chair	Andrea Smith	(253) 226-9688 (H) (253) 593-5273 (C) andylee20@comcast.net
Wreath Procurement Co-chair	Sarah Howard	(253) 381-6678 (H) (360) 791-6488 (C) sarahhoward82@yahoo.com
2020 Festival Event Chairs	Charlene Richardson and Lauren Boulanger	Charlene: (253) 253-861-4234 Richardson_cd@gmail.com Lauren: (253) 861-4233 laurenboulanger@gmail.com
Designer Funds/Donations	Kelly Werner <i>Mary Bridge Children's Festival Event Manager</i>	W: (253) 403-387 C: (360) 865-2469 Fax: (253) 403-1534 kcwerner@multicare.org



**MARY
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It's A Wonderful Life

TREE DESIGNER WORKSHOPS

Wednesday – June 24 “Designer Kick-off”	6:00-8:00 PM	WA Floral/2701 S 35 th St, Tacoma
Wednesday – October 7	6:00-8:00 PM	409 S. J St/Conf. Room #6
Wednesday – November 4	6:00-8:00 PM	WA Floral/2701 S 35 th St, Tacoma

2020 MAJOR EVENTS AND DEADLINES

Tree Designer Application Due	June 1
Mini Tree & Wreath Application Due	July 1
Mini Tree & Wreath Theme Due	August 1
Mini Tree & Wreath Name, Theme and Photo Due	October 16
Mini Tree & Wreath Delivery	December 1
Bridge Builders, MultiCare Family and Volunteer Night	December 3
Community Day, Special Tours, Tinsel on the Town	December 4
Community Day, Gala	December 5
Festival of Trees, Thank You Celebration	January TBD

Mini Tree and Wreath Overview

Mini-Trees and Wreaths Provided to Designers

- Mini-Trees are artificial and available in 24", 36" and 48". Designers are provided white lights.
- Wreaths are artificial and available in 24", 30" and 36" sizes. Designers are provided white lights.

Choosing and Executing a Theme

- Convey a cohesive theme for your mini-tree or wreath. Select decorations, color, concept, and gift items consistent with your theme. **Theme needs to be communicated to the Mini-tree or Wreath Chairperson by August 1.**
- Keep in mind having a broader theme will appeal to more buyers and might allow us to raise more funds.
- Festival reserves the right to deem what is appropriate in theme development and items within your display. To ensure a variety of tree themes, displays, and experiences, applications are accepted on a first come first serve.

Decorations

- Use large and small-scale ornaments to add dimension and visual interest.
- Considering using non-traditional ornaments such as toys, printed art, and found treasures.
- Stick to your theme.

Tobacco, Marijuana, Alcohol and Firearms Policy

- It is the policy of the Festival of Trees to prohibit the promotion and sale of tobacco/marijuana and tobacco/marijuana products. No such product may be included in any theme, display, or design. Festival of Trees is hosted by our community's largest health care provider and benefits Mary Bridge Children's Hospital. As such, Festival has an obligation to promote a healthy lifestyle, particularly for children.
- Firearms are not allowed in the Greater Tacoma Convention Center and not allowed to be part of your tree display.
- Alcohol may not be the sole focus of a display or theme. Alcohol may be included in tree displays only on the night the tree is scheduled to be auctioned (Friday for TOT, Saturday for Gala.)
- The premise behind the difference in the policy related to alcohol and tobacco is that it is generally accepted that alcohol does not have negative health effects when used in moderation. *The management of the Festival of Trees reserves the right to remove any item(s) deemed contrary to the policy.*

Security

- Do not leave valuables unattended. Small items of great value should not be displayed, except during the silent auction portion of Gala and TOT. Please work with your chairperson in advance
- Small items should not be within reach of the public. You may want to secure them to the tree using fishing line, so the possibility of theft is decreased.

Mini-Tree Information

Tree theme, name, and photo should be provided to the Mini Tree Chairperson no later than Friday, October 16.

Decorations

- For visual interest, use both large and small-scale ornaments; non-traditional decorations that fit your theme can add dimension and character.
- Include dynamic decorative stems when possible for additional wow-factorability.
- Consider trailing ribbons and fancy bows for aesthetic texture and glitz.
- Of note: densely decorated trees seem to generate more interest than those decorated more sparsely.

Securing Decorations to the Tree

- All decorations (including lights) must be secured to the tree. Needle nose pliers with side cuts can help make it easier and faster to wire efficiently. **Easier on hands are Chenille stems (pipe cleaners) instead of wire.**
- When gluing all ornament hanger attachments, it is not enough to glue the collar alone. Put a dab of glue on the wire loop itself to keep the ornament from pulling away from the hanger.
- A 4" wire is ample to tie the average ornament to a branch using 2 tight twists. As with the lights, we recommend OASIS Bind-wire, available at Washington Floral.

Bases for Mini-Trees

- Trees must be anchored to or secured in a base. Bases must be wide enough for tree stability and safety; containers with narrow bases tend to tip over.
- If using a container, place tree in receptacle and fill with plaster of Paris or any brand of spray-in hardening foam. Be aware that foam products will expand as they harden; do not fill container to the top.
- Glass or ceramic containers tend to break as filler hardens; be careful what base you choose. With fillers, metal or wood may work better than ceramic or glass.
- Some designers of 2-foot trees choose to glue the tree base to a wooden tray, which works quite well. If that is your choice, gorilla glue is exceptionally strong for this purpose. The tray must have handles for ease of lifting into and out of boxes for transport; flat bases without handles are very difficult to place into or remove from boxes.
- Base possibilities are limited only by your creative imagination. Urns, vases, sleds, sleighs, baskets, bird houses, large mail boxes, small apple crates, little wagons, boats, and even boots are among the many ideas used with extraordinary success by designers and greeted with great enthusiasm by buyers.

Transport Boxes

- **Designers must deliver their trees to the staging area in boxes.** Name of tree and name of designer **must** be on every tree box. Here are some suggestions for finding the best tree boxes:
- If gluing a 2-foot tree to a tray with handles, apx. 6-inch-high produce boxes from Costco work very well. These boxes are heavy-duty and have handles for carrying. Place a large garbage bag inside the box and place the tree-on-a-tray in the bag, pulling it up and tying it off to cover the tree for transport.
- When looking for a large box for transporting trees, be **sure** that the box is at least 3-4 inches wider than the widest section of the decorated tree. Trees are moved into and out of boxes

several times leading up to Festival; we cannot risk damaging trees by forcing them into and out of boxes that are not wide enough to facilitate decorations.

- If the tree will be secured into a base, it is best to find a box at least half as tall as the tree. If a box half as tall as the tree is used for transport, it is advisable to cut two handles on either side of the box. Place a tall garbage bag inside the box, place the tree inside the bag and pull it up, tying it off to cover the tree.
- If a box is used that is as tall as the tree, the top of the tree should be covered with a plastic bag to keep the tree safe and dry during transport. Trees placed in boxes as tall as they are will need to be pulled out of the boxes several times; therefore, it is advisable to be sure that a few branches toward the top of the tree can be used to hold firmly and pull up without damaging or displacing decorations. Please keep that in mind when you are designing and decorating the top of your tree.
- If the tree is accompanied by any premiums, please provide a photograph showing exactly how the tree and premiums should be displayed.

Please deliver your mini tree to the Greater Tacoma Convention Center on Tuesday, December 1 between 2-7 PM. Your Chairperson will share your parking information prior to delivery.

It is very important to track what you spend and to retain your receipts; they will be submitted with your Expense/Reimbursement Worksheet. Even if all or part of your supplies are donated, completion of the Worksheet is necessary as it sets the retail value of each mini-tree. The price of the mini-tree is based on what you have spent and/or donated, along with the cost of the mini-tree and lights which have been provided by Festival of Trees. Generally, the auction bid sheets will start at 50% market value with a guaranteed bid price at 300% value. **If you choose**, you will be reimbursed for your expenses according to the receipts you submit and up to \$50. You will also be asked to complete a FOT Donation form to account for any amount spent over the allotted reimbursement. Submit that form along with the Expense / Reimbursement form to your Chairperson.

WREATH INFORMATION

Wreath theme, name, and photo should be provided to the Mini Tree Chairperson no later than Friday, October 16.

Just like the trees, there is no magic color scheme or type of wreath to bring in a high return for the Festival. Wreaths are an important part of the Silent Auctions and Gift Shop at each of our two fund-raising nights: Tinsel on the Town (Friday) and Gala (Saturday).

Wreaths can be made available soon after you turn in your Designer Commitment Form letting your Chairperson know the size(s) of the wreath you will be designing. Typically, they are distributed mid-summer once the designer meetings have started.

Decorations

- For visual interest, use both large and small-scale ornaments; non-traditional decorations that fit your theme can add dimension and character.
- Include dynamic decorative stems when possible for additional wow-factorability.
- Consider trailing ribbons and fancy bows for aesthetic texture and glitz.
- Of note: densely decorated wreaths seem to generate more interest than those sparser.

Securing Decorations to the Wreath

- All decorations (including lights) must be secured to the wreath. Needle nose pliers with side cuts can help make it easier and faster to wire efficiently. **Easier on hands are Chenille stems (pipe cleaners) instead of wire.**
- When gluing all ornament hanger attachments, it is not enough to glue the collar alone. Put a dab of glue on the wire loop itself to keep the ornament from pulling away from the hanger.
- A 4" wire is ample to tie the average ornament to a branch using 2 tight twists. As with the lights, we recommend OASIS Bind-wire, available at Washington Floral.

Please delivery your wreath to the Greater Tacoma Convention Center on Tuesday December 1 between 2-7 PM. Your Chairperson will share your parking information prior to delivery.

It is very important to track what you spend and to retain your receipts; they will be submitted with your Expense/Reimbursement Worksheet. Even if all or part of your supplies are donated, completion of the Worksheet is necessary as it sets the retail value of each wreath. The price of the wreaths is based on what you have spent and/or donated, along with the cost of the wreath and lights which have been provided by Festival of Trees. Generally, the auction bid sheets will start at 50% market value with a guaranteed bid price at 300% value. **If you choose,** you will be reimbursed for your expenses according to the receipts you submit and up to \$50. You will also be asked to complete a FOT Donation form to account for any amount spent over the allotted reimbursement. Submit that form along with the Expense / Reimbursement form to your Chairperson.

ACCOUNTING FOR YOUR VOLUNTEER TIME

Accounting for your Volunteer Time

Please track the number of hours donated to create your mini tree and/or wreath. Please make sure to complete this request on the bottom of the Expense/Reimbursement Worksheet. Not only is it required but it helps demonstrate community commitment for Mary Bridge and benefits our organization when requesting grants. Mini-Tree and wreath designers report their hours when they turn in their trees and their Expense/Reimbursement Worksheet.

SHOPPING RESOURCES

- The following companies will allow our Festival designers to shop at their businesses at discounted prices.
- You may **not** charge purchases to Festival of Trees or Mary Bridge Children’s Hospital.

Vendor	Hours	Notes
Artco 5401-401 6 th Avenue Tacoma, WA 98406 (253) 759-9585	<u>Mon-Fri</u> 9:00am- 8:00pm <u>Sat</u> 9:00am- 6:00pm <u>Sun</u> 10:00am- 5:30pm	Seniors (55 and over) receive a 10% discount off regular priced items every Monday. Military receives a 10% discount off regular priced items every Tuesday.
Howell’s Home & Floral Wholesale/Retail 6030 NE 112 & Holman (I-205 & NE Airport Way) Portland, OR (503) 255-2001 www.howellsonline.com	Open 7 days <u>Mon-Fri</u> 9:00am- 5:00pm <u>Sat</u> 10:00am – 5:00pm <u>Sun</u> 12:00pm– 4:00pm	Contact: Dave Howell They offer 35% discount for purchases of \$50 or more.
Party @ Display & Costume Retail 11201 Roosevelt Way NE, Seattle, WA 98125 (888) 562-4810 (206) 362-4810 www.displaycostume.com	<u>Mon-Fri</u> 9:00am– 8:00pm <u>Sat</u> 9:30am – 6:00pm <u>Sun</u> 10:00am – 5:00pm	The store has Christmas decorations all year long with the best supply in early fall. Call ahead. They offer a 15% discount for designers. Let them know you are with the Festival of Trees in Tacoma, customer ID #100399. They may ask for your driver’s license to verify your identification.
Washington Floral Services Wholesale 2701 South 35 th Street Tacoma, WA (253) 472-8343	<u>Mon-Fri</u> 6:30am - 3:30pm <u>Sun</u> 12:00pm - 4:00pm	Designers may shop wholesale anytime upon presenting their Washington Floral I.D. card (available at a designer meeting or upon your first visit to WA Floral – stop in the office). Items have limited return options.
Camden Gardens 6535 5 th Place Ste B Seattle, WA 98101 (206) 218-4836	By appointment <u>Mon-Sat</u> 9:00am- 3:00pm	Contact Tim (tim@camdengardens.net). They are the distributor for major department stores in Seattle and offer out of season items at discount prices.

FORMS AND REPORTS

All forms are available on the web page, www.marybridge.org/fot and may be filled in electronically, scanned and emailed your chairperson.

Mini-Tree/Wreath Designer Commitment Form – Due when you decide to be a mini-tree and/or wreath designer by July 1. This is your commitment to design a mini-tree and/or wreath for Festival. When you sign this, you are agreeing to design and decorate a mini-tree and/or wreath to comply with the Festival of Trees rules and deadlines. Please ensure you can meet all obligations. Also, please inform the Festival if any of your information changes.

Mini-Tree and Wreath Expense Worksheet – Due by October 16.

- Mini-Tree and Wreath Designers may be reimbursed for expenses up to a limit that is determined by the type and size of item designed. Designers may be reimbursed for expenses of tangible items used for decorations and gifts for the wreath or mini-tree, and the sales tax associated with those items. Time, labor, transportation and telephone expenses are not reimbursable designer expenses.
- Submit your completed worksheet along with all receipts for reimbursement. Once verified by your chairperson(s), they will be submitted to the Festival Manager for approval and forward to MultiCare Accounts Payable who will issue the reimbursement check. As the Accounts Payables department only issues checks on a weekly basis, there may be a delay of up to two weeks, depending on what day of the week your completed paperwork is submitted.
- Completion Clarification:
 - Receipt # - if you have multiple receipts, please number / color code your receipts so that they match the item descriptions, or stack them in order to assist with verification.
 - Item Description – something close to what the receipt says
 - \$ Paid (w/o tax) – to match the amount on your receipt.
 - \$ Saved - if you purchased an item for \$5 that was 50% off, put \$5 in the "Paid" column and \$5 in the "Saved" column.
 - \$ Donated – if you are donating the decorations, you will use this column instead of the \$ Paid column. You also need to attach a FOT Donation form so you can use that amount on your income tax return, if desired. You will get a letter in the mail from Mary Bridge Children's Hospital Foundation thanking you for your donation.

Donation Forms – Due as they are received but no later than November 1 for catalog inclusion – please don't hold them!

All donations to your tree, mini-tree or wreath in the form of cash, decorations, gifts, services and discounts on purchased items must be recorded on FOT donation forms and processed through the Festival office. Donation forms turned in by November 1 will be listed in the Festival Thanks portion of all Festival catalogs and Tabloid. Please meet that deadline so YOUR donors are recognized!

- Carry forms with you at all times. (You never know when a procurement opportunity will arise!)
- BEFORE you give the donation form to a donor, be sure to fill in the top section of the donation form, indicating that the donation is for a Mini-Tree, Wreath or Tree and provide the name of your lead designer in the space provided. Festival has multiple events and many designers. Help us track your items by correctly filling out the donation form.

- Completely fill out forms the moment you get a commitment. Pay attention to accurate restrictions and expiration dates on gift cards. Be sure to also convey this information on Catalog Description form.
- Occasionally a donor will make a partial donation (i.e., they will discount an item that you purchase). In those cases, please include the retail value of the item(s) but also include a note indicating the amount that was a donation versus the amount that was paid. That will allow the Festival office to accurately credit the donation.
- If the donor has given you an item(s) or cash and you opt to retain it in your possession, please complete the bottom line in the “Delivery Information” section, indicating that you have retained the cash.
- Return the white copy to the Festival office immediately. The yellow copy is for the donor. The pink copy may be retained by the designer.
- Designers who opt to purchase items without reimbursement should also complete a donation form, listing themselves as the donor. Take credit for your additional gift!
- Forms will be promptly processed, and letters of acknowledgement will be sent to the donors. Thank you cards with the current Festival theme are also available for designers to send more personal notes of thanks.
- Additional donation forms are available from the Festival office or on the website.
- According to the IRS, “a charitable deduction cannot be claimed for the ‘donation’ of personal services or time.” However, we would like to acknowledge all our generous donors with a thank-you letter and a catalog listing!

MONEY MATTERS

Designer Funding Policy

Mini-Tree and Wreath expenses are funded by sponsors but not on an individual basis. Designers are reimbursed up to the maximum amount of \$50.

Tax Deductions for Volunteers

Tax law changes frequently. Be sure to consult your tax advisor regarding the deductibility of any expenses. The following information is provided for general reference and cannot be considered “tax advice” from a qualified professional.

- May deduct non-reimbursed out-of-pocket expenses directly related to their volunteer service.
- May not deduct the value of their volunteer time or services.
- Volunteer service and charitable donations must be contributions to a “qualifying organization.” Mary Bridge Children’s Foundation meets this requirement.

DONATION PROCESSING

To make sure that your donors get the credit they deserve, all Festival donations including cash, auction items, tree decorations, donated labor, and discounts on purchased items must be recorded on donation forms and processed through the Festival office.

- Carry forms with you. Forms are available online and in the Festival office.
- We will process your forms and mail the donor a letter acknowledging their gift. They may be able to take a tax deduction.
- Check the “Do Not Call” list for donors who should **not** be solicited without first checking with the Event Manager. Most of these donors have already made, or are expected to make,

significant sponsorship or other commitments to Festival of Trees and/or other MultiCare events.

- Fill out forms immediately after a commitment. Don't wait.
- If speaking in person, give the donor the pink copy of the form. If speaking over the phone or by mail, send the donor's copy to them. Submit the originals to the office.
- Submit donation forms to the Foundation office as soon as possible so the donation is recorded, and the donor is thanked in a timely manner.
- FOT forms must be turned in by **November 1** for donors who give at least \$100 to be recognized in Festival's printed materials.
- Pat yourself on the back and say, "I did it!"

Return to step one. Donations can happen repeatedly—sometimes on the same day, sometimes with the same person, sometimes with lots of people!

FESTIVAL OF TREES OPPORTUNITIES

Major Sponsorship: \$5,000 and above with varying levels of benefits.

Tree Sponsorship: \$1,500 and above.

Tinsel on the Town: Donate unique one-of-a-kind items, experiences, services, activities, gifts or jewelry to the auction. All items must be new or have added value due to age.

In-Kind Donations: In-Kind contributions of materials or services to support the operations of the event, for example, wood for decorations, Genie Lifts, tree lights, paint, and office supplies.

Holiday Wreaths: Create decorated holiday wreaths to be auctioned.

Mini Tree Designer: Create decorated miniature trees to be auctioned.

Tree Designer: Design and decorate one of the Festival's amazing holiday creations—a starter budget is provided but procurement is expected.

Committee Chair: Oversee one of our event committees.

Committee Member: Volunteer time and talents to assist.

Office Volunteer: Help with periodic projects during the year.

Public Hours Entertainment: Take your talents on the stage to delight guests young and old.

Event Week Volunteer: Join in the fun and excitement of the event week by serving in one of the hundreds of volunteer roles during various events. Sign up at the Festival of Trees website after October 1.

Public Hours Kids Activity Stations: Volunteer to help eager kids with carnival games and activities.

Underwriters: Secure a needed item or fund an activity by purchasing the article directly from the provider and donating it to the Festival.

DO NOT CALL LIST

Event and Tree Sponsors

Below is a list of the MultiCare Sponsors/Major Supporters. Festival volunteers, including designers, **please ask** to solicit from any of these businesses or individuals without calling the Festival office first. We have, or are currently in the process of, negotiating these sponsorships for the 2020 year and your contact could threaten these negotiations. On your next visit to any of these businesses, please be sure to thank them for their support of the Festival of Trees, Mary Bridge and/or other MultiCare Foundations that they may be supporting.

501 Commons	Asado 6th Ave LLC
A-Scribe Images	Associated Petroleum Products, Inc.
AA Asphaltting LLC	AT&T
AAA Washington	Atmosera
Abbott Construction Inc.	Auburn Auxiliary and Gift Shop
ABM Healthcare Support Services	Auto Warehousing Company
ABM Janitorial Services, Inc.	Automated Accounts
The Al and Georgia\Meier Foundation	Automotive Specialists
Alaska Airlines	The Babare Foundation
Alaska Airlines Pilots Charitable Fund	The Baker Foundation
Albers & Company, Inc.	Balfour Beatty Construction
Allergan	Ballmer Group
Amazon	The Bamford Foundation
Ambassador Wines	BANK CDA
American Cancer Society	Bank of America Charitable Foundation, Inc.
American Endowment Foundation	Bank of America Charitable Gift Fund
The American Foundation for Charitable Support	Bank of America Matching Gifts
The American Gift Fund	Bates Family Foundation
American Industrial Partner	BCRA
American Music Therapy Association	BECU
Amerigroup Washington	BECU Dept #340
Angel Guild Thrift Shop	Bennett Bigelow & Leedom, P. S.
Angie's Spa Cancer Foundation	Bess Company Inc.
Answers Counseling & Case Management	Betz Family Winery
Apex Foundation	Bill & Melinda Gates Foundation
Apple Physical Therapy	BJ's Bingo
Aramark	BNBuilders, Inc.
	Boeing Company

The Boeing Employee Individual Giving Program
Estate of Elisabeth Bondy
Bonfire Funds Inc.
June M. Boskovich Estate
Boush Moving & Storage
Bouten Construction Company
Estate of Lorraine Bowers
BrandAlliance
BrayCon LLC
Brooks Powers Group
Burien-White Center Rotary
Byrd-Forbes Farms, Inc
C H Murphy/Clark-Ullman, Inc.
C.E. Stuart Charitable Foundation
CA Tanson Enterprises LLLP
CAC of WA (WSACAC)
Caliber Company, Inc.
Cambia Health Solutions Fund of the Oregon Community Fdn
Cambia Health Soutions
Estate of Patricia Ann Campbell
The Capital Group Companies Foundation
Captain Jack's Bar & Grill
Cardiac Study Center, Inc., P.S.
Care Wear Uniforms
Caring For Kids
Carl Hossman Family Foundation
Carmel Ranch Revocable Trust CP
Carolyn Corvi and John Bates Family Fund
Cascade Commercial Park
Cascade Cougar Club
Cascade Emergency Physicians
Cascade Eye & Skin Centers, P.C.

Cascade Regional Blood Services
Catalyst Workplace Activation
CBRE
CDW Healthcare
Celebrate Seniority Grannies' Attic
Centene Management Company LLC
Charger's Cheer
The Charles Maxfield Parrish & Gloria F. Parrish Foundation
Charme Nails and Skin Studio
The Confederated Tribes of the Chehalis Reservation
Ben B. Cheney Foundation
Chevrolet Buick GMC of Puyallup Inc.
CHI Franciscan
The Chicago Community Foundation
Chicago Title Company
Chick-fil-A at 38th & Steele
Chick-fil-A at Puyallup FSU
Chiesi
Child's Play Charity
ChronoTrack Systems Corp
City of Burien
City of Des Moines
City of Puyallup
City of SeaTac
City of Seattle - Homewise Weatherization Program
City of Sumner
City of Sumner Golf Tournament
Clark/Kjos Architects, LLC
Colson Family Foundation
Columbia Bank
Combined Fund Drive Secretary of State of Washington

Comcast
Comic Relief, Inc
Community Cancer Fund
Community Health Care
Community Health Plan of Washington
Conks Cheer
Consolidated Electrical Distributors – Lacey
Coordinated Care
Corliss Estates
Corona Steel, Inc
Courtyard Tacoma Downtown
Covalon Technologies AG Ltd
Crane Fund for Widow and Children
CyberGrants
Cybernet
Cystic Fibrosis Foundation
D.A. Davidson & Co.
Dart Foundation
Captain Sue Dauser Guild
David L. Crouch, DDS, MSD, PS
DaVita, Inc.
The De Falco Family Foundation
Deaconess Nursing Alumni
Delta Airlines
Desautel Hege
Destination Harley Davidson of Tacoma
Devish Family Charitable Fund
Diagnostic Imaging Northwest
Dillanos Coffee Roasters
Dimmer Family Foundation
Dino Kid's Dentistry
DispatchHealth
Dobler Management Company, Inc.
Dollens Family Foundation
Donate For Charity Inc.
Dorsey & Whitney LLP
DP&C
Ducky's Office Furniture
E9 Tacoma, LLC
Early Life Speech & Language
Eastern Washington University Foundation
ECS Supplements LLC
William and Joyce Edwards Foundation
Edwards Memorial Center, LLC
Eisenhower Carlson PLLC
El Corazon Winery
Elite Island Resorts Caribbean
Elliott Paint Company
Elmer's Restaurants, Inc
Emerald City Social Club
Emerus
Empire Health Foundation
Empower Retirement
ENLS Conference
Enterprise Holdings Foundation
Epic
Epic Seats
Estate of Carmen J. Malmanger
Estate of Freda F. Serfass
Estate of Kathryn E. Barnard
Eterna Vein and Medical Aesthetics
Evelyn Egtvedt Charitable Trust
Eventbrite
Eventech LLC
Fain Anderson VanDerhoef Rosendahl
O'Halloran Spillane PLLC
Fairweather Lodge #82
Falck

Falck Northwest Corp.
The Adria D. Farber Charitable Fund
Farrelli's Wood Fire Pizza
Favros Law
Fidelity Charitable Gift Fund
Figures 24/7 - Women's Health and Fitness Center
Fircrest Golf and Country Club
Fire & Vine Hospitality
Fire Door Solutions
First Choice Health
Firstline Communications
Florence and Orville Shortlidge Charitable Trust
Franciscan Foundation
Fraternal Order of Eagles Buckley Auxiliary #1387
Fraternal Order of Eagles Daffodil Auxiliary #2308
Fraternal Order of Eagles Elma Aerie #1440
Fraternal Order of Eagles Kent Auxiliary #362
Fraternal Order of Eagles Puyallup/Daffodil Aerie #2308
Fraternal Order of Eagles South Tacoma Auxiliary #2933
Fraternal Order of Eagles Tacoma Aerie #3
Fred Hutchinson Cancer Research Center
Freedom Seekers Motorcycle Club
Freightliner NW
Gottfried and Mary Fuchs Foundation
Gaffney Funeral Home
Leo and Katherine Gallagher Foundation
The Gallery Glass & Wares LLC
Gallucci's Catering
Garrison Titan
Genentech, Inc.
General Plastics Manufacturing Company
Gesner-Johnson Family Foundation
Gig Harbor Lions Club
Bruce W. Gilpin Memorial Foundation
Glenmede Trust Company, N.A.
GLY Construction
Gonzaga University
Good Samaritan Gift Shop
Good Samaritan Hospital Auxiliary
The Good Ward Corporation
Goodale & Barbieri Company
Grand Aerie Fraternal Order of Eagles
Family Trust #1 Under Will of Mary Anne Gray
Gray Lumber Company
Greater Tacoma Community Foundation
Greater Tacoma Convention Center
Estate of Betty J. Green
Green Diamond Resource Company
The Greg D and Melanie S McFarland Foundation
Gridiron Creek Foundation
GTS Interior Supply
H&R Block
H. E. Anderson Family Foundation
Harmon Brewing Company
Harnish Auto Family
Hasbro Children's Fund, Inc.
Hayes Management Group
Hayward Family Foundation
HDR
HDR Architecture, Inc
HDR-Seattle

Health Catalyst
Health Management Associates
Hearst Foundations, Inc.
Heartland Express, Inc. of Iowa
Heartland, LLC
Heritage Bank
Heritage Bank-Lakewood Branch
Heritage Distilling Company
Hermanson Company LLP
Hill Moving Services
Hinz & Bird PLLC dba Harbor Oral Surgery
Hjelseth|Pilant Real Estate
Esther Hodges Guild
Hokold Foundation
Holiday Guild
Holland America Cruise Line, Inc.
Howard S. Wright Constructors
Estate of Eleanor Howe
HSNW Puyallup LLC
Leslie and Velma Huff Trust
Humana
Hyada Park Guild
Hyde Family Foundation
Hyundai Motor America
HZ Designer Jewelry LLC
Iceland Travel
Imperial Sovereign Court of Tacoma
Inland Northwest Gift Shops
International Union of Operating Engineers
Local #612
Islam Family Foundation
The J. P. Morgan Chase Foundation
J.P. Morgan Chase & Co.
Jake Sterino Inc.
James M. Lea Foundation
Janssen Pharmaceuticals Inc
JAYRAY
Jeffris Wood Fund
Jennelle Marcereau Photography
Solweig E. Jensen Estate
Beverly J. Jewell Memorial Foundation
John L. Scott Foundation
Johnson & Johnson Corporate
Joli Diagnostics, Inc.
Jonathan and Bobbe Bridge Family Donor
Advised Fund
K&L Gates
Kaiser Permanente
Karr Tuttle Campbell
Kaufman Hall & Associates, Inc.
Kelly Brady
Kelly Foundation of Washington
Kent Lions Club
Kentlake High School
Kerry Oliver Guild
Kevin A. Iverson, CPA
KeyBank
KeyBank Foundation
Kia of Puyallup
June R. Kilworth Foundation
The Florence B. Kilworth Foundation
Kimmie's Kiddos
King County Best Starts for Kids
King County Housing Authority
King County Housing Office
King County Metro Transit - Passenger Van
& Bus Tickets
Kitsap Bank

Douglas J. Knight, DDS, MSD
Knights Of Columbus Council 5495
KONE - Seattle Branch
Kontos Cellars
Korsmo Construction
Korum Automotive Group, Inc.
Korum for Kids Foundation
Korum's Puyallup Nissan
KPMG
The Kroger Co. Foundation
L.T. Murray Family Foundation
Ladenburg Law, P.S.
Ladybug Family Foundation
Laird Norton Family Foundation
Lakewood Community Foundation
Lakewood Elks Lodge BPOE #2388 &
Emblem Club #441
The Lammedee Family Living Trust
Le Cher Productions
Legacy Vietnam Veterans Motorcycle Club
Lemay Inc Pierce County Refuse
LeRoy Jewelers
Les Schwab Tire Centers of Washington,
Inc.
Estate of Lucille F. Lewis
Lexus Of Tacoma At Fife
Lexus Pursuit of Potential
Liang Pacific, Inc.
Life Care Center of Puyallup
Life Care Center of South Hill
Light Dental Studios
Logan Circle Partners
Loyal Order of Moose #1109 Chehalis Lodge
LP Tent-North America Head Office

Lucky Seven Foundation
The Lufkin Family Fund
M&L Supply Company
Maeve Harris Studio
John E. Manders Foundation
March of Dimes Foundation
March of Dimes Foundation - Western
Washington Chapter
The Marco J. Heidner Charitable Trust
Mariner Construction
Martyn Family Foundation
Mary Bridge Brigade
Mary Bridge Gift Shop
Mary Bridge Med-Surg Department
Mary Bridge Pediatric Orthopedics
Mary McDirmid Financial Advising
Master Builders Association of Pierce
County
Trust of Inez Mattison
Mattson Management LLC
MC Parcel Delivery, Inc.
McCallum License Agency, Inc.
Dotha McCormick Guild
D.V. and Ida J. McEachern Charitable Trust
MCG Health
McGavick Graves, P.S.
McGranahan Architects
McKay Wealth Management
McKinstry Co.
McPhee Dental Group
Medina Foundation
The Memton Fund, Inc.
MetLife Investment Management
Metropolitan Market

Estate of Rosemary J. Mettler
Estate of Charles J. Mettler
Milam Jeep Mazda
Gary E. Milgard Family Foundation
Mitigation Masters LLC dba Servpro of Tacoma/UP
Moccasin Lake Foundation, Inc.
Molina Healthcare of Washington
Mom365
Morton McGoldrick, PLLC
Mosby Farms
Moss Adams, LLP
Mountain Lodge Farm
Mountain Moving & Storage
Mt. Rainier Emergency Physicians
Muckleshoot Casino
Muckleshoot Charity Fund
Muckleshoot Indian Tribe
MUFG- Union Bank NA
MultiCare Employees Arts and Crafts Sales
MultiCare Governmentl Relations
MultiCare Health System
MultiCare Health System Endowment Fund
MultiCare Health System Human Resources
MultiCare Nutrition Services
M.J. Murdock Charitable Trust
MW Consulting Engineers
Nabila Foundation
NADA Foundation
Names Family Foundation
Nancy Steiger Consulting LLC
National Philanthropic Trust
NC Kayak
Neeb Family Foundation
Network for Good
The Bob and Hanna Nevins Family Fund at Schwab Charitable
Niagara Bottling, LLC
Sue D. Nilsson Endowment Fund
Nisqually Indian Tribe
Nisqually Tribal Council
Nordstrom
Nordstrom Charitable Giving
Nordstrom, Inc.
Northwest Children's Foundation
Northwest Corrugated Box Co.
Northwest Kidney Centers
Northwest Medical Specialties PLLC
Northwest Physicians Network
Northwest Specialty Hospital
Northwestern Mutual - Puget Sound
NW Utility Services, LLC
oBJEKTS, LLC
Ohana Harbor Coffee
Ohana Wellness
The Old Cannery Furniture Warehouse
Old Town Bicycle, Inc.
Olympia West Lions Club
Olympic Interiors
Olympic Landscape LLC
Olympic Sports And Spine
One Call for All
One Digital Heath & Benefits
Optum Pierce BHO
Oral and Facial Surgery Center of Puyallup
Out Of The Box Manufacturing
Outpatient Physical Therapy
PABCO Roofing Products

PACCAR Foundation
Pacific Coast Charities
Pano Koumantaros Cancer Research Fund
Parker, Smith & Feek
Patagonia Ballard
Patrick and Anna M. Cudahy Fund
Patriot Fire Protection, Inc.
Pease Construction
Pediatrics Northwest, P.S.
Pediatrix Medical Group
Pediatrix Medical Group, Inc.
Pediatrix Medical Group, Inc. – Neonatology
Peninsula School District No. 401
Pennington Picnic
Dr. Penrose Guild
Pepsi Cola of Tacoma
Perkins Coie Foundation
Perkins Coie LLP
Phase II, Inc.
Physicians Insurance
Pla & Watts Endodontics
Plumb Signs Inc.
Plymouth Congregational Church
PMA Foundation
Poetry Inn
Point B Solutions
Port Orchard Lions Club
Potelco
Poulsbo Lions
Powell Family Foundation
Precision Electric Group, Inc.
Precision Iron Works Inc
Premera Blue Cross
Premera Blue Cross Corporate Offices
Western Washington
Premera Social Impact
Premier Media Group, Inc.
Prime Electric
Prime Electric, Inc.
Print NW
Proliance Surgeons
Propel Insurance
PSF Mechanical, Inc.
Public Health--Seattle & King County
Puget Sound Collections, Inc.
Puget Sound Energy Foundation
Puget Sound Orthopaedics
Pulse Heart Institute
Purdue Pharma
Puyallup Elks Lodge #1450
Puyallup High School Cheer Squad
Puyallup Surgical Consultants
Puyallup Tribe Gaming Commission
Puyallup Tribe of Indians
Quality Fence Builders, Inc.
Quanex
Quanex Foundation
Quest Diagnostics
Quisenberry Family Foundation
Radia
Rainier Anesthesia Associates PC
Rainier Connect
Rainier Hematology-Oncology
Ray's Boathouse, Inc.
Raymond James Charitable
Raynier Institute & Foundation
Rayonier Operating Company LLC

Rayonier, Inc.
RBC Wealth Management
RealNetworks Foundation
Renaissance Charitable Foundation, Inc.
Renton Eagles Auxiliary #1722
Retirement Connection, LLC
RFP Manufacturing, Inc
Dr. Edward A. Rich Guild
Ricky J's Restaurant and Bar
The Rite Aid Foundation
Robert & Genevieve Watson Fund at the
Seattle Foundation
Rockwood Clinic Medical Foundation
Rockwood Employee Hardship Fund
Rodney Strong Wine Estates
Roger M and Paula R Smith Charitable Trust
Rotary Club of Covington
Rotary Club Of Lake Union
Rotary Club of Tacoma South
Royal Arch Masons Children's Heart
Foundation
RSM US LLP
RunSignUp
The Russell Family Foundation
Russell Matching Gifts Program
H. Arthur Rust Irrevocable Trust
Helen M. Rust Irrevocable Trust
Sacramento Region Community Foundation
Safe Crossings Foundation
Safety National
Saint-Gobain Corporation
Saint-Gobain Plastics
Samaritan Healthcare
SB Structures LLC
Scarsella Bros., Inc.
Schoenfeld-Gardner Foundation
Schwab Charitable Fund
SCL Health
SeaPort Sound Terminal
Seattle Children's
Seattle Children's Hospital Foundation
Research Foundation
Seattle Children's Theatre
The Seattle Foundation
Seattle Foundation
Seattle Mariners
Seattle Seahawks
Seattle Sounders FC
Seattle Symphony
SEFNCO Communications – Sumner
SEI Giving Fund
Sellen Community Foundation
Sellen Construction Co., Inc.
Sequoia Foundation
Lillian Shotwell Guild
Showcase Magazine
John and Catherine Shuler Charitable Trust
Erma & Robert Shumate Guild
Siemens Industry, Inc.
Sierra Pacific Foundation
Sigmund Software LLC
Silver Springs Organics
Simplifi
Sisters of Perpetual Indulgence
Sisters of Providence
Skanska
Skylite Cellars
Solaz, A Luxury Collection Resort

Solemn Cellars
Sound Built Homes, Inc.
Sound Credit Union
Sound Family Medicine
Sound Physicians
Sound to Narrows Revenue Record
South Sound Running
Spanaway Moonshiners, Inc.
Spokane Emergency Care Physicians, PLLC
Spokane Hoopfest Association
Spokane Indians Baseball Club
Sprague Pest Solutions
The St. Regis Punta Mita Resort
Stafford Suites
Star Moving Systems
Starbucks Coffee Company
The Stearns Family Foundation
Stellar Industrial Construction Supply
Stewardship Foundation
Subaru of America Inc
Subaru of Puyallup, Inc.
Sunbelt Rentals
Sunset Auto Family
Sunset Chevrolet, Inc.
Swedish Health Systems
Sweets, Treats, & Designs
Sysco Seattle, Inc.
Sysmex America, Inc.
Tacoma Anesthesia Associates, Inc.
Tacoma Arts Live
Tacoma Corvette Club
Tacoma Emergency Care Physicians
Tacoma Export Marketing Company
Tacoma Fitness, LLC
Tacoma General Hospital School of Nursing Alumnae Association
Tacoma Glassblowing Studio
Tacoma Rainiers Baseball Club
Tacoma RV Center, Inc
Tacoma-Pierce County Health Department Mobile Immunization
TAPCO Credit Union
Targa Real Estate Services
Targa Sound Terminal LLC
Tarragon
Taylor-Thomason Insurance
TCI - Technical Contractors, Inc
Tegna Foundation
Teknon
TEMCO
TEW Foundation
The #5 Foundation
The Backyard Factory
The BC and DJ McFarland Foundation
The Finest Accessories, Inc.
The Genoa Foundation
The Givin and Nancy Chase Charitable Fund
The Holland Family Health Fund
The Lightner Smith Designated Fund at The Seattle Foundation
The Macfarlane Foundation
The Martin Brower Company
The Norcliffe Foundation
The Original Pancake House
The Pam Foster and Liz Austin Fund
The San Diego Foundation
The Signatry
The Table
The Truss Co. and Building Supply, Inc.

The UPS Store - Gig Harbor
Theater One
THG, LLC
The Jean E. Thomson Foundation
Thrivent Choice Dollars
Thrivent Financial for Lutherans
Time Equipment Company
The Titus-Will Families Foundation
Titus-Will Ford/Toyota
Tom and Meg Names Family Foundation
Toril Sells Houses
Toscanos Cafe & Wine Bar, LLC
TOTE Maritime Alaska
Toyota Dealer Match Program
Toyota of Puyallup
Toys For Kids
TRA Medical Imaging
TRA Medical Imaging Foundation
Transamerica Retirement Solution Corp
Transamerica Retirement Solutions
Transportation Club of Tacoma
Trouves Health Care Corporation
Tucci & Sons, Inc.
Tulalip Tribes
Tulalip Tribes Charitable Fund
UBS Donor Advised Fund
Undead Labs
UniFirst Corp.
Union Bank Private Bank
United Crawlers
United Health Group-Employee Giving Campaign
United Parcel Service - Northwest District

United Way of Greater Philadelphia & Southern New Jersey
United Way of King County
United Way of Pierce County
United Way of Pierce County - Adult Day Health
UnitedHealthcare Company
UnitedHealthcare Military and Veterans Services
University of Washington
US Bank - Bellevue Main Branch
US Bank Foundation
US Bank National Association
USI Insurance
USI Insurance Services, LLC
UW Medicine
UW Medicine-Gonzaga University Regional Health Partnership
Valley Buick GMC
Value IQ
Estate of Simon Vanderlee
Vanguard Inc.
Vanguard Charitable
Vantage Radiology & Diagnostic Services, P.S.
Visual Options, Inc
Volkswagen of Puyallup
Wagstaff, Inc.
The Wal-Mart Foundation
The Walker Group
Walla Walla Vintners
Washington Gastroenterology, Digestive Health Specialists
Washington State Auxiliary Fraternal Order of Eagles
Washington State Eagles Aerie

Washington State Fair
Washington State Health Care Authority
Way Scarff Ford of Auburn
Wayne's Roofing, Inc.
Weenonah Guild
Wells Fargo Bank - 5th & Jefferson
Wells Fargo Bank - Seattle Main
Wells Fargo Bank - Spokane Main
Wells Fargo Bank, N.A.
Wells Fargo Foundation
Wells Fargo Philanthropy -Gaspar Family
Charitable Gift Fund
West Region EMS and Trauma Care Council
Inc.
Western Washington Pathology, P.S.
Westgate Guild
Whim W'Him
Whisper Foundation
White Rose Estate
Whitecap Health Advisors
Whitworth University
Whitworth University MBA Program
Wild Waves Holdings, LLC
Windermere Foundation - Seattle Eastlake
Windermere Professional Partners LLC
Wold Enterprises
Woodcreek Pediatrics
Woodland Park Zoo
Woodworth Capital, Inc.
Woodworth Family Foundation
Workpointe
World Fuel Services
World Vision, Inc.
Wren Holdings LLC
Wright Hotels, Inc
WSP Foundation, Inc.
Wyman Youth Trust
X Group
Zenczak and Partners
Zoll Medical Corporation