Festival of Trees

COMMUNITY TREES REQUIREMENTS AND INFORMATION

COMMUNITY TREE SIZES: Large – under 7 ft, Medium – Under 5 ft, Small – Under 3 ft.

LIGHTING AND ELECTRICAL

- ✓ Please use LED lights when possible.
- ✓ No more than three strands (or 300 lights) of lights may be connected to each extension cord unless lights are LED. (See manufacturer's specifications.)
- ✓ Each connection of lights and cords must be wrapped with electrical tape.
- ✓ Spotlights – **LED Spotlights ONLY** - must be well secured to your platform area and plugged into the surge protector.
- ✓ Surge protector is provided; however, you should provide the cords from the tree to the surge protector.

DECORATIONS

- ✓ All trees must be secured firmly to the base.
- ✓ All decorations must be secured to your donated item with (plastic coated) wire.
- ✓ Additionally, the little metal "crown" on ornaments must be glued (hot glue acceptable) to the ball since these tend to disconnect from each other.
- ✓ Hot glue is not permitted as a means of attaching ornaments to Large Community Trees.
- ✓ Tree skirts are required to cover tree stands.
- ✓ Do not use live plants of any kind in the display.
- ✓ Trees must have all branches secured to the tree. (No removable branches.)
- ✓ Do not use water ornaments or water features inside the historic Paramount.
- ✓ Be mindful that the trees are seen from all angles, including the back. Be sure to decorate all sides of the tree and be considerate of neighboring trees when selecting your staging.
- ✓ NOTE: Endorsement of a political organization or candidate is not allowed.

SIGNAGE AND MARKETING MATERIAL

Signage is provided. At registration, please review the signage information for accuracy. Marketing material is welcome. Your or your sponsor's **business cards** may be placed beside the donated item.

PROPS AND STAGING

- ✓ All items under and around the tree will be sold with the tree.
- ✓ If your item is a "Buy-back," all staging must be approved by the Chairperson before placing the item. Size of staging is limited, and at the sole discretion of the Chairperson.
- ✓ FOTT is not responsible for any items used for staging on "Buy-backs."

Please inform us if you or your sponsors intend to buy back your item. All unsold items are placed for silent auction. A Buyback is not tax deductible.

Community Trees may be bought back by the sponsor or decorator for: Large - $300, Medium - $125, Small - $75.

Festival of Trees

COMMUNITY TREES REQUIREMENTS AND INFORMATION

JUDGING
At Registration, a committee volunteer will categorize your tree by height for the purposes of judging and buy-back. (Community Large, Medium, or Small)

Community Trees are judged for First Place, Second Place, and Third Place.

General Overall Impression- 50 Points
10 _____ Design appeal
10 _____ Creativity and Originality
10 _____ Color coordination and Impact
10 _____ Staging
15 _____ First impression / Response (WOW Factor)

Principles of Design – 40 Points
10 _____ Balance and Proportion
10 _____ Difficulty of Design
10 _____ Completely decorated (back and underside)
10 _____ Attention to Detail

Mechanics – 35 Points
10 _____ All Wires Hidden; including light wiring
10 _____ Decorations securely wired to branches
5 _____ Tape covering electrical connections
5 _____ Top of tree firmly attached to main trunk
5 _____ Ornament caps glued securely

Bonus Points 5 _____ Early Registration