



2018 Tree Application

Event Saturday, DEC 1, 2018 at the Chetco Grange

Non-Profit Organization: _____

Contact Person: _____

Mailing Address: _____

Email: _____

Phone: _____

Will you also be bringing a wreath to be bid on? ___ yes ___ no

Please note that you MUST have volunteers stay with your tree for the whole time on Saturday.

Please email the above information to charitreeholidayfestival@yahoo.com and attach a copy of the application with your check for \$35.

\$30 to be refunded to you after your organization have participated in the event.

RSVP by October 15

Mail the check to :

ChariTree Holiday Festival, Joan Willis PO Box 3016 Brookings,OR 97415

2018 ChariTree Holiday Festival

DATES & TIMES: All activities are at the Chetco Grange Community Center in Harbor on Zimmerman Lane at HWY 101.

- ◆ **Thursday, Nov 29 : 10 am – 6 pm** to decorate the trees. Let us know if you need to stay longer. *Please bring an extra ornament that represents your organization to decorate the ChariTree's tree.*
- ◆ **Friday, Nov 30 : 8 am – 10 am** *For Judges, finish decorating if necessary, Trees MUST be done by 10 am.*
Gala Night Chetco Grange **5:30pm – 7:30pm.** Event for the non-profits & preview of trees.
Each participating non-profit is kindly requested to bring finger-food for a pot-luck.
- ◆ **Saturday, Dec 1 : Event 11 am – 4 pm**
 - Must have volunteers stay at your tree during the event. Bidding ends at 3:45 pm. *We provide the bidding sheets. You are expected to contact the winning bidder at that time.*
 - KASPER Kids' Store : 11am – 2pm
 - Santa visit 11am - 3pm
 - Lunch will be available for purchase at \$5 (price includes the meal, chips & a drink).

EVENT REMINDERS:

- We provide the tree (approximately 6 FT tall), the stand, and large tree bag for delivery. We recommend a short table to elevate your tree. Also bring an electric cord (12 FT or longer) with your name on it.
- Suggest to bring a small table or TV tray to display information about your organization & a sign displaying the activities you do for the community.
- Organization may sell your own items, but be aware that it all must fit into your small area (around 5 FT X 6 FT).
- You may also attach gift certificates to your tree.
- Securely attach lights and each ornament by wire, hooks and/or twisty ties to the tree so it is easier to transport the tree to the bidder's vehicle.

There will be four categories of awards, three decided by judges & one by a people's choice ballot. Each award will get \$35.

To keep it fair to the community and the ChariTree participants, there will be no bidding by the person minding the tree. However, someone else from your organization can bid on the tree. And there is NO bidding after time is called.

ChariTree is excited & looking forward to seeing your tree!

charitree.home.blog