



Electric City Trolley Station & Museum
300 Cliff Street
Scranton, PA 18503



December 1, 2006
through January 2, 2007

FESTIVAL
OF TREES



IT'S A WINTER WHITE-OUT!

The sky's the limit at Festival of Trees. Come celebrate the holiday season with your friends by entering a tree from your organization. Be creative and decorate your tree any way you like. A gala party, for 300-400 people will be held on opening night of the exhibit at the Trolley Museum, Friday December 1, 2006, from 5:30 pm to 8:00 pm. Your tree will be viewed by party goers, museum visitors from outside the region, your competitors, the media and hundreds of holiday shoppers. It's a great marketing opportunity to show off the talents and creativity of your organization plus exhibiting our area's pride to visitors outside the region.

Entry Fees: \$100 per organization. This fee is your donation to the Toys for Tots organization.

Proceeds will also benefit The Friendship House, NEIU # 19, Arts Alive and educational programming of the Trolley Museum. (Non-profit rate is \$50 per organization)

Tree Criteria: Trees will be on display inside Electric City Trolley Station & Museum. **NOTE:** For this year's exhibit, no cut OR living trees will be accepted. Only artificial trees will be displayed.

Exhibitors will have an 8 foot x 8 foot space to display their tree or holiday exhibit. Electrical outlets will be provided for lights. Entrants should bring their own heavy duty extension cord, at least 8 feet in length. Set-up & break down are the responsibility of each entrant.

Please be aware that the festival of Trees committee reserves the right to refuse set up of any tree of exhibit not deemed appropriate for this event.

Tree Set-Up: Tuesday, November 28 & Wednesday, November 29, 9 am to 5 pm all trees MUST BE fully decorated by 5 pm on November 29. All exhibitors will have pre-assigned locations to set-up their tree. Upon arrival at the museum to set-up, exhibitors need to check at the information desk and be directed to their assigned location.

Tree Break-Down: Trees must be taken down by January 5, 2007. The museum must be notified in advance if any exhibitor is not able to remove their tree by January 5.

Decorations: To help prevent theft of ornaments displayed on trees it is highly recommended that all decorations be wired onto the tree branches, not simply hung with standard hooks.

Tree Security: Every effort will be made to monitor the trees against theft items; however the Trolley museum assumes no responsibility for the loss or damage of items displayed.

Tree Recognition: Ribbons will be placed on winning trees and plaques will be awarded to the winners.

All applications must be received by November 18, 2006. Space is limited. If you need any additional information on this event or the reception, please contact the Electric City Trolley Station & Museum at 570-963-6590.

Opening Reception Invitations will follow. Price: \$25.00 per person.



Registration

Company: _____
Street Address: _____
City/State/Zip: _____
Contact's Name: _____
Daytime Phone: (____) _____
Title of Entry (if known): _____

My Check for **\$100** (\$50 for non-profits) is enclosed (or will be sent if you are faxing this form)

Please charge the following Credit Card:

- VISA
- MasterCard
- American Express
- Discover

Number: _____ - _____ - _____
Expiration Date: _____ / _____

Make check payable & return this registration form to:

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300 Cliff Street
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To secure your tree reservation, fax by November 18, 2006 to (570) 963-6447. **Early responders get preferred tree placement!**

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