



Dear Designer,

The 2nd Annual Festival of Trees, Garrett County will be held Wednesday, November 25th – Saturday, November 28th. The 4-day event features Family Night, Seniors Day with Holiday Bingo, Kid's Day including Breakfast with Santa, free activities and crafts, plus the "T'was the Night Before" Preview Party and Auction where all displays are for sale.

The 2008 inaugural year brought in roughly 600 visitors and a successful event. On display were 28 themed trees, 19 wreaths and table decorations, 5 gingerbread houses and 2 holiday cakes. The first ever Santa Brunch was sold out and Kid's Day was an overwhelming home run as kids were entertained for hours visiting with Santa, making crafts, playing games, meeting holiday characters, writing letters to Santa and decorating cookies in Santa's Bakery. The 1st Annual Festival of Trees, Garrett County proceeds benefitted the Dove Center, Garrett County's Domestic Violence Shelter and Resource Center. The Dove Center provides assistance to those who become victims of domestic violence and assault, along with counseling services for both abused and abusers. The Center also offers court assistance and counseling to help families, women, men and children.

The show of Trees will be an eye capturing display for Festival visitors. This year, we have expanded the judging categories in the tree exhibit area. We will offer traditional and non-traditional areas in both 4 ½ foot and under, plus 4 ½ foot and up. Designers are encouraged to develop a theme through their exhibit. Sincere thanks is extended in advance to all those designers who will contribute to the display. This invitation is extended to any designer(s) who would like to contribute to the success of the event.

This package includes all the information you will need to participate in the decorated Tree exhibit at the Festival of Trees. The information is also available on the Festival of Trees, G.C. website at www.fotgc.com. Please read all portions carefully and return the contract to the Festival of Trees, P.O. Box 2366 or chair no later than October 20th. Any questions can be directed to Patty M. Mash or Lisa Ratliff at the email addresses or phone numbers below.

Your interest and support for this cause is greatly appreciated. We look forward to working with you in The 2nd Annual Festival of Trees of Garrett County, which in turn, benefits our community.

Yours truly,

Patty M. Mash
Chair, Tree Committee

Work: 301-387-7314
Email: pmanownmash@gmail.com

Lisa Ratliff
Co-Chair, Tree Committee

Cell: 301-616-0817
Email: ratliff@canaanresort.com



2009 Festival of Trees

Garrett County

Designer Contract

To be included in the printed Festival program, we must receive your completed contract as soon as you receive this. Contracts received after November 7th will still be accepted (based on availability, entry suitability, etc.); however, the entry and designer information may not be included in the Festival program that is available to the public as well as during the Auction.

It is recommended that all designers read and become familiar with the information in the Designer Handbook.

Please complete this form carefully and completely. This form is used for the allocation of space at the Festival of Trees along with signage and program information.

Contact Information

Business/Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Home phone: _____ Work: _____

Cell: _____ Fax: _____

Designer Information (If different from above)

Name: _____

Business/Organization

Designer designing for: _____

Address: _____

City: _____ State: _____ Zip: _____

Work: _____ Home: _____ Cell: _____

Email: _____ Fax: _____

B. Festival Signage and Program

Title of Entry: (Title will be used for program & signage)

Designer(s): (3 names max or a group name for signage)

Designer(s): (Additional designer names for program)

Sponsor: _____

1. Donation & Sponsorship

I/we agree to the following: (check only one)

TOTAL DONATION

All costs associated with the entry are absorbed by the designer and/or organization.

All entries that are classified as a Total Donation will be recognized in the Festival program under "Sponsorship Goods & Services." Please provide us with an estimated retail value of your entry based on cost of materials: \$ _____. If no amount is assigned, the Festival will arbitrarily allocate an amount based on comparable entries for auction and valuation purposes.

SPONSOR DONATION

You have retained someone (or business) to provide materials and/or compensation; they will be given appropriate recognition in the Festival program and signage.

2. Getting Entry to Festival Location

I/we the designer(s) agree to be responsible for either: (please check one)

_____ Delivery of completed entry to the Oakland Community Center

OR

_____ Decorating of the entry on site at the Oakland Community Center

Dates & Times for delivery or decorating:

Monday, November 23, 2009 5:00 pm to 8:00 pm
Tuesday, November 24, 2009 10:00 am to 5:00 pm

NOTE: The Festival of Trees, Garrett County is NOT responsible for delivery of exhibits or decorated items to the Oakland Community Center prior to the Festival.

I/we the designer(s) have read and agree to comply with all conditions and regulations as set out and outlined in the Designer Policies & Procedures.

I/we the designer(s) understand that all decorations must comply with fire, building and health codes.

I/we the designer(s) understand that entries will be accepted at the discretion of the Festival who reserves the right to refuse the acceptance of any entry if it is deemed to be inadequate or not suitable. Such discretion is the sole and exclusive right of the Festival.

I/we the designer(s) understand that all items designed/decorated become the property of the Festival of Trees and will be available for auction during the Festival or Auction Evening.

I/we the designer(s) understand that my entry may be photographed for publicity purposes and that such photo along with credits become the property of the Festival.

I/we the designer(s) understand that the purchaser information and selling price of any item is kept strictly confidential by the Festival.

Designer Signature _____ Date _____

Please return by **BCJ Ya VYf +, 2009**

Festival of Trees
P.O. Box 2336
Mt. Lake Park, MD 21550

The following information will assist the Tree Committee and Festival of Trees volunteers to answer any questions the public may have about your entry.

What are your reasons for designing/decorating an item for the Festival of Trees?

Are the decorations handmade? If so, please describe: _____

What Theme did you choose for your exhibit? Please explain. _____

Please estimate how long it took/will take to design and decorate your entry? _____

What else can you tell us about your decorations/design? _____

Tell us about yourself, your organization, your community group: _____

Anything else you may want us to know: _____

If you are not interested this year, please complete the following and return this page only.

Name: _____ Phone: _____

Address: _____

_____ *I cannot participate in 2009 but wish to leave my name on the mailing list for 2010.*

_____ *I cannot participate in 2009 and do not wish to receive any further information in the future.*

Please return by November 7th to:

Festival of Trees, Garrett County

P.O. Box 2366

Mtn. Lake Park, MD 21550

ATTENTION: Patty M. Mash

FAX: 301-334-2152

Patty Mash, Tree Committee Chair

Phone: 301-387 -7314

Email: pattymanownmash@gmail.com