



**3rd Annual EVV's Festival of Trees
2020 TREE DECORATING CONTEST**



Group/Organization Name: _____

Group Contact Name: _____

Email: _____ Phone: _____

Additional Info: _____

When decorating your tree, please follow these guidelines:

- 1) EVV will provide one 9 ft., LED pre-lit artificial tree for decorating, that will already be set up and ready to fluff, shape and decorate, a tree skirt that must be used and a sign that must hang on the tree in a prescribed spot, labeling each tree and participating agency. EVV will assign respective trees to each registrant and/or make them available on a first come, first served basis. Trees remain property of EVV at the conclusion of the contest.
- 2) Get creative! Come up with a theme for your tree and have fun with it!
- 3) Displays must be durable and of a quality that will last for the duration of the event.
- 4) Each tree must have a tree topper.
- 5) Please bring your own materials, supplies (and equipment if needed) to decorate your tree. You will need your own stepladder, etc.
- 6) Trees **MUST BE DECORATED** between 7a-12p, on Saturday, Nov. 14, 2020. No exceptions.
- 7) All decorations will remain on the trees through Jan. 6, 2021, and **MUST BE REMOVED** by the organizations between Jan. 7-10, 2021. Organizations must comply and meet this deadline, as EVV is scheduled to promptly take down the trees on Jan. 11, and does not have the space to store décor.
- 8) All participants decorating trees will be required to sign liability waivers; parents of children under 18 will be asked to sign on behalf of their children.
- 9) Please clean up your space after decorating.
- 10) Evansville Regional Airport is not responsible for lost, stolen or damaged items.

**Please complete, scan and email this form and
your organization's full color, high-resolution logo
to lfella@flyevv.com.**

You will receive an email confirmation of your registration within 72 hours.

Please contact Leslie at 812.629.8375, or email lfella@flyevv.com if you have any questions.

THANK YOU!