

DECORATING GUIDELINES 2021

Contact a chairman to secure a contract. Trees are provided by EnglishGardens. Most are 2-foot, some are 3-foot. All items are on a first come, first serve basis – so get your contract in early. Decorators will be acknowledged in the program booklet if your contract is received by October 1st.

Deliver completed item(s) to the conference center at the FordCommunity & Performing ArtsCenter, 15801 Michigan Ave., Dearborn on **Thursday, November 18th between 9-6.**

Your item(s) are a tax deductible donation to Festival of Trees and a form will be available upon request at the time of delivery.

- Use high quality permanent materials. All ornaments and lights must be carefully secured by wiring or gluing them to the branches. Remember larger ornaments pack a greater “punch” and better selling aspect.
- DO NOT use edible items, dried flowers or any other dried plant material or sharp and possible harmful items (i.e. fish hooks)

Trees

- Unpack and arrange for a lifelike appearance.
- All trees must have operating lights. Battery operated trees require batteries.
- Trees with toppers tend to sell better.
- Completed trees also require a completed base. This may be a tree skirt, box, planter pot, etc. Please ensure that your base is VERY stable. If you choose to use a box, planter pots etc. **DONOT USE CEMENT as this is too hard to carry.** Foam insulation works well. No “wobbly” bases please.

Wreaths

- Select a wreath between 22” and 26”
- Lights are not required, but if used may not be turned on during festival depending on availability of power.
- Please make sure your wreath has a secure hanger and will support the weight of your decorations.

Centerpieces

- Please ensure that your centerpiece has a sturdy base.
- Please keep the number of pieces to your centerpiece to a minimum. If it has more than one piece, please provide a container for transporting your arrangement.