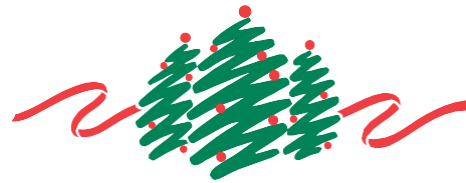


Festival of Trees

WELCOME TREE DESIGNERS



FESTIVAL OF TREES
A Benefit for the Children's Hospital of Michigan Foundation

Dear Festival of Trees Designers:

2022 is going to be an exciting year for Festival of Trees and we're thrilled for you to be a part of this wonderful event. We would like to thank you for your past support and welcome our new designers as you become a part of our beautiful benefit for the Children's Hospital of Michigan Foundation. Celebrating our 38th year of raising funds for pediatric research, we are honored to have you be a part of this milestone!

We are excited to announce that newly elected Mayor Hammoud has invited us to continue to hold our Event at the Ford Community & Performing Art Center, located at 15801 Michigan Ave., in Dearborn. Your beautiful designs will be on display from Sunday, November 20th through November 27th. The Preview Gala will take place on Saturday, November 19th.

Our Designer packet has been completely updated, and we ask that you please review it carefully. This packet has a fillable option if you wish to complete online and return via email. If you prefer to have the packet mailed to you, please contact Cheryl at Mcfamily8468@sbcglobal.net.

TREE SIZES AND DECORATION

When you submit your contract, we are requesting that you advise us of your choice of tree size (**5-foot, 7-foot slim and 7-foot full trees**), the tree theme, color scheme, and if possible, provide pictures of the décor you will be using. This will assist us with tree placement on the floor as well as help us in fulfilling current Special Santa Tree Sponsor requests.

In order to allow for working space on-site, we will once again have Tree Designer Day spread out over Thursday, November 17th and Friday, November 18th. Our sponsor, English Gardens, has requested we not offer an early tree pick up date, therefore your tree will be on site and you will be advised which day to arrive.

Please keep in mind that the trees you are decorating have a retail value of \$300 to \$600. As Special Santa Tree Sponsors pay \$1,500 for a 7-foot and \$800 for a 5-foot tree, it is extremely important that a large quantity of high-quality materials, combined with your creativity, be used. When designing and decorating your tree it is suggested that a minimum of 12 ornaments per foot of tree be used in addition to décor. **Traditional holiday themed trees sell the best and are one of the top requested themes by sponsors and event attendees.** Trees designated for Children's Hospital should be decorated with vibrant ornaments and décor that will enhance the unlit tree as fire safety codes prohibits the lighting of trees in the hospital. PLEASE NOTE: we ask that you **do not** use extremely large/tall tree toppers, as they have proven to be difficult during delivery. **If your tree is difficult to deliver, you will be responsible for delivering and set up at the location of the purchaser.**

TREE SPONSORSHIP

Though not mandatory, your ability to locate a Special Santa Tree Sponsor is encouraged and greatly appreciated. Securing a sponsor not only guarantees your tree has been sold, which furthers our goal of raising funds for pediatric research but allows you greater design flexibility. PLEASE NOTE: in order to guarantee your sponsor(s) name appears in the Event Program, we must receive their payment and completed contract prior to September 1st.

If you are able to secure a business or individual to sponsor your tree(s) as a Special Santa Tree Sponsor, please contact Theresa either by email at Fotmichigan@hotmail.com or by phone at **734-748-3822**. Include their information and sponsorship information with the contract that will be sent.

Having a Special Santa Tree Sponsorship, you will be automatically upgraded to a "VIP" Gala Preview ticket. This entitles you to early Event entrance (6:30 PM), admittance to the Sky Lounge which includes an open bar, heavy appetizers, our decadent sweets and treats buffet, and a wrist band that allows you access to the lounge all evening. In the event you are unable to secure a Special Santa Tree Sponsorship you will receive a "Patron Preview Gala" ticket(s) which includes a 7:30 PM Event entrance, a cash bar, light appetizers, and of course, our famous sweets and treats buffet.

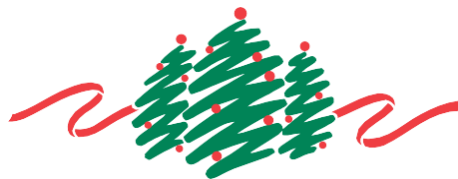
DESIGNER CONTRACTS

This mailing includes your Tree Designer Contract, Tabletop/Wreath/Centerpiece Contract as well as Designer Guidelines and a self-addressed envelope for you to send back your contract(s). **We ask that you please submit your completed contract(s) as soon as possible.**

Please provide us with your email address, so we can conserve on printing costs in the future.

As we move forward, we encourage and welcome your suggestions to make Festival of Trees bigger and better. As always, it is **YOU**, the designer, who brings the event to life. While we cannot incorporate every suggestion, we truly appreciate your insight and promise to review and consider each one.

Sincerely,
Cheryl McNamara
Tree Designer Chairperson
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248-982-4246
Mcfamily8468@sbcglobal.net



FESTIVAL OF TREES
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