



APPLICATION FORM 2024 TREE DESIGNER

SUBMISSION DEADLINE: August 9, 2024

DESIGNER INFORMATION

PRIMARY DESIGNER:

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Email: _____
I prefer to be contacted by: _____ Phone _____ Email

CO-DESIGNERS

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Email: _____
I prefer to be contacted by: _____ Phone _____ Email

CO-DESIGNERS

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Email: _____
I prefer to be contacted by: _____ Phone _____ Email

CO-DESIGNERS

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Email: _____
I prefer to be contacted by: _____ Phone _____ Email

TREE INFORMATION

Do you currently have a sponsor you are working with for your tree? _____ Yes, name: _____
_____ No, please assign me a sponsor.

Please, describe your theme/design concept, viewing preference (360-degrees, 2-sided, etc.) and how you will use the display space. Festival reserves the right to decline theme if multiples exist. Designers would be given time to resubmit theme.



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BENEFITS

- For over 37 years, the Festival of Trees has been part of our community's traditions. This amazing opportunity allows you to create holiday magic for children, both young and old, and support Mary Bridge Children's Hospital.
- Designers will receive an advance of \$2,000 for a 7' tree. This amount is based on each tree having at least one sponsor of \$2,500 or more. Multiple tree sponsorship may be used to increase your decorating budget.
- Festival will provide you with a 7' fire retardant and treated Noble Fir for decorating at the event (no substitutions) along with two (2) metal surge protectors.
- A complimentary lunch during **Tree Designer Day on Tuesday, November 26, 2024.**
- Invitation to Designer Workshops and Tree Designer Appreciation Dinner hosted by the Festival after the event.
- A commemorative photo of your tree.
- A handbook of rules, regulations, and guidelines for designing a tree.
- Recognition on sign next to tree, website, and event catalogs.

DESIGNER RESPONSIBILITIES

Tree Designers are asked to fundraise and procure donations in support of their tree. Annually the trees at Festival provide needed funds in support of Mary Bridge Children's patients, programs and services. Each and every responsibility is important to our success. Please initial next to each statement, signifying your agreement of responsibility.

- _____ I understand that I am to procure donations for my tree and monetary support for my tree.
- _____ I understand that the Festival office will try to accommodate my viewing requests.
- _____ I do understand that the Festival has the right to refuse my theme if an identical theme has already been selected.
- _____ I understand that at this time, the Festival of Trees office cannot guarantee the night my tree will go for auction.
- _____ I do understand that it is important to regularly attend workshops by myself or have a member of my design team. If unable to attend, I understand that I will need to set up a time for a consultation with Festival Staff and/or Tree Designer Chair.
- _____ I agree to design and decorate a tree with a theme and title. Decorations and gifts need to fit within the theme.
- _____ I agree to complete all paperwork within the time limitations outlined by Festival.
- _____ I agree to provide a detailed catalog description and estimated tree value by **November 1.**
- _____ I agree to completing tree accounting by prior to Festival week, in mid-November.
- _____ I will comply with the rules and regulations of the Tacoma Fire Department, event facility and Festival of Trees.
- _____ I understand that all trees, decorations, gifts, props and other items are the property of Festival.
- _____ I agree to "Angel" my tree, or arrange for an alternate, with the Trees Group, at the buyer's designated location on **Tree Delivery Day, Sunday, December 8, 2024**

Please return your completed application by email, events@multicare.org, or mail to:
Mary Bridge Children's Festival of Trees, PO Box 5296, MS: 1313-FND, Tacoma, WA 98415 by August 9, 2024.