

## ALTRUSA Festival of Trees 2018 – Tree & Decoration Information Waukegan Golf Club - Center Harbor, NH

- **SET UP** Entrant develops a theme and decorates a tree for display or donation/auction.
- All related expenses are the responsibility of the entrant.
- Non-profit organizations may opt for a tree sponsorship; please let us know if you would like to be considered for such, and we will try to meet your need.
- If you are **donating a tree**, please select a family oriented theme. Since families may have limited space, trees **no larger than 5 to 6' tall** are more appropriate **for donation**.
- Trees for **Display Only** may be larger than 6 feet.
- All trees must be artificial and have lights.
- Due to fire regulations, fresh greens, candles or open flames are not allowed.
- Entrants will be provided with approximately 4' of linear space to display a tree. As we have limited space, please try to stay within that approximation.
- A sign will be provided identifying each entrant's name and theme.
- Entrant is responsible for transportation and set up of all donated trees.
- Mark ALL boxes with name of the tree to facilitate our breakdown.
- Leave boxes for the ornaments **especially** if you are DONATING a tree!
- If providing a tree skirt, we will assume it goes with the tree unless clearly marked otherwise. Altrusa will not be responsible for tree skirts, other than white sheeting.
- Altrusa members will be monitoring the display areas during all festival hours to help ensure the safety of all entries.
- Altrusa Club of Meredith and Altrusa International, Inc. will not be responsible for lost, stolen or damaged trees, decorations and/or any items in an entrant's assigned space.
- **Trees may be SET UP during the following hours:**

**Sunday, November 25<sup>th</sup> (12 pm to 4 pm)**

**Monday, November 26<sup>th</sup> (4 pm to 7 pm)**

- **All trees can be DISMANTLED at the Festival's end on Sunday or Monday during the following hours:**

**Sunday, December 2<sup>nd</sup> (5:30 pm to 7:00 pm)**  
**Monday, December 3<sup>rd</sup> (9:00 am to 11:00 am)**

The Festival will be **OPEN TO THE PUBLIC** during the following hours:  
Friday, Nov. 30 (2 to 6); Sat., Dec. 1<sup>st</sup> (10: to 5) and Sun. Dec. 2<sup>nd</sup> (12 to 4)  
Admission is \$5.00 and free for children 12 and under.

❖  
**New this year - musical interludes!!!**

❖  
**Local musicians and choruses will be performing during the weekend!**

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**Questions? Need additional information or would like the APPLICATION?**  
**Contact Sylvia Detscher: [sylviadetscher@gmail.com](mailto:sylviadetscher@gmail.com) or cell phone 520-0434.**

**Thank you!!**