



DONATE A TREE REGISTRATION FORM

All Proceeds Benefit Carroll County Retired & Senior Volunteer Program (RSVP)
Meals on Wheels Driver Program & Non-Emergency Medical Transportation Program

Friday, November 29 - Saturday, December 7, 2024
Tree Raffle Drawing - Sunday, December 8, 2024 (Not Opened to the Public)
Tree Pickup 10:00 am – 4:00 pm December 8, 2024

Settlers Green Outlet Village | 2 Common Court | Unit D 32 | North Conway, NH

*Advertise your business, promote your organization, display your child’s creation, or decorate a tree just for fun.
All donated trees become the property of the Festival of Trees.*

Tax Deductible Opportunity EIN: 99-1937708

There is no charge to enter a tree | **Deadline to register is Friday, November 15, 2024**

Please Check One: Business/School Civic Group/Non-Profit Individual

Business-Individual-Civic Group/Non-Profit-Individual Contact Name
Address Town/City State Zip Code
Telephone Email

Tree Information

Tree Category:

Animal Theme Children’s Theme Hand-Crafted Nature Inspired Sports Theatre & Arts
 Traditional Mini Tree/Mini Tree Display

Tree Name Mini Tree/Mini Tree Display Name

Tree Size: Standard Tree (Max 9 Feet) Mini Tree/Mini Tree Display (18”, 24”, 36”) Size Size

Carroll County RSVP graphic designer will create a tree sign for your entry. If you would like your logo on the sign, please provide RSVP with a pdf/jpeg of your logo. Please send your logo to mary.ccrsyp@gmail.com. The judges will choose a first, second, and third place winner in each category. In addition, the judges will choose ‘The Best of the Festival.’

Please Return Completed Tree Registration Form to:
Festival of Trees | P.O. Box 1182 | North Conway, NH 03860
Phone:603-356-9331| Email:info.ccrsyp@gmail.com | Website: nhfestivaloftrees.com

Please see Tree Decorating Guidelines on Page 2

TREE DECORATING GUIDELINES

Trees can be decorated at the venue located at Settler's Green Outlet Village, 2 Common Court, Unit D 32, North Conway, NH. Trees can also be delivered to the venue fully decorated. All trees must be at the venue and fully decorated by Friday, November 22nd at 7pm.

Tree Set-Up:

Monday, November 18th – 2pm to 7pm

Tuesday, November 19th – 2pm to 7pm

Wednesday, November 20th – 2pm to 7pm

Thursday, November 21st – 2pm to 7pm

Friday, November 22nd – 2pm to 7pm

Please call RSVP at 603-356-9331 or email Susan at susan.ccrsvp@gmail.com to set up a time to decorate your tree at the venue. If you cannot decorate your tree during one of the scheduled times listed above, please call RSVP at 603-356-9331 and a staff member will collaborate with you.

LIST OF GUIDELINES

- All trees are artificial and are considered donations to the RSVP Festival of Trees.
- All trees will be raffled, and all items placed with the tree are part of the raffle.
- Trees must have lights, a tree topper and skirt or under tree display. Please keep in mind your tree may be viewed from all sides depending on location.
- The total height cannot exceed nine feet (including the tree topper). A tall tree requires a deep stand or one with a tall gripping mechanism.
- Edible items, even if wrapped or boxed, are not permitted as decorations.
- Loose glitter, confetti, artificial snow, hot gluing or spraying of anything are not allowed in the display area during set up.
- If you have items of value such as gift cards or lottery tickets, please make copies to place on the tree and turn in the originals to the festival team member at check in to be stored for safety and given to tree winner.
- Larger items of value such as products or liquor bottles should be secured to the tree with wire.
- Gift baskets should be wrapped in cellophane to keep contents secured.
- An 8-10" extension cord must be included with the tree. (Extension cord will remain with the tree)
- If the tree requires more than one outlet, please provide a power strip for the tree.
- All decorations on the tree "must" be wired to the tree to allow for easy tree winner transport.
- Helpful items to have when setting up: a stepstool or a ladder if the size of your tree will require one. Scissors, tape, wire, extra lights.
- Please take all the packaging and boxes with you when you leave.
- Do not leave anything overnight if you have not finished decorating.

No trees will be accepted after Friday, November 22nd