

21st Annual Festival of Trees

Auction Item Entry Form

Teddy Bear Tea • Sunday, November 29, 2009
 Festival of Trees • Tuesday, December 1, 2009

Tree Set-Up

Saturday, November 28, 2009
 Noon to 4:00 p.m.
 Boys & Girls Club of Central Wyoming (1701 East K Street)

Entry Options

Large tree (between 5' and 7' tall)
 Small tree (between 3' and 4' tall)
 Wreath
 Stocking
 Silent Auction Item

Decoration specifications

- Each tree display must include: Lights, Tree Skirt, Tree Stand & Extension Cord.
- Please be sure items are sturdy and decorations well secured as they will be moved several times.
- Lights must be new and in working order. At least two strands of lights (35-50 per strand) for each foot of tree is recommended. Please attach replacement bulbs to the tree skirt.
- Lights and decorations on trees and wreaths must be secured with florist wire.
- Glue ornament hangers to ornaments. This will help to ensure minimal decoration loss.
- Feel free to place additional items underneath trees!

Deadline

Please fill out and return this form by Wednesday, October 14, 2009.

Placement of items in the Live or Silent auction is at the discretion of the Festival of Trees Committee.



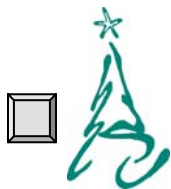
Business: _____ Estimated Value of Item: _____

Address: _____ City, State, Zip: _____

Contact Person: _____ Phone #: _____ e-mail: _____

Is this a Boughs of Bounty item? If so, what non-profit is it intended for? _____

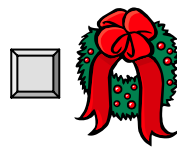
Please identify type of item being donated by checking appropriate box.



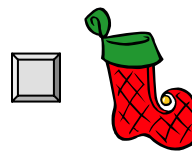
Large Tree



Small Tree



Wreath



Stocking



Auction Item

Decoration of each item is the responsibility of the donating entity.

A description of item must be included on reverse and will be published in event program.

Fax to (307) 235-3063 Attn: Erin Gamroth, Director of Special Events and PR
 Special Olympics Wyoming • 232 E. 2nd St. • Suite #201 • Casper, WY 82601 • 307-235-3062

