

# Big Bend Habitat For Humanity's Festival of Trees 2014



*A Silent Auction of Holiday Trees - Goodwood Museum & Gardens  
November 21-23, 2014*

*For more information call BBHH @ 850-574-2288 or [www.bigbendhabitat.org](http://www.bigbendhabitat.org)*

## TREE DONOR GUIDELINES

**The Goodwood Carriage House will be available for set-up and decorating from 3 until 7 pm on Thurs., November 20<sup>th</sup> and from 9 am – noon on Fri., Nov. 21<sup>st</sup>. All trees must be in place, fully decorated, and inspected by 1 pm on Fri., Nov. 21<sup>st</sup>.**

**If you have questions or need more information contact one of the following:**

Nancy Hough at [nough@asrlegal.com](mailto:nough@asrlegal.com) or 577-6500  
Marti Chumbler at [mchumbler@carltonfields.com](mailto:mchumbler@carltonfields.com) or 284-5355  
Aimee Reed at [aimeereed@bigbendhabitat.org](mailto:aimeereed@bigbendhabitat.org) or 574-2288

SIZE CATEGORIES:

Mini – under 4 feet

Medium – 4 to 5 feet

Large – 5 ½ to 6 ½ feet

(Note: Maximum height allowed is 6 ½ feet)

FROM THE  
TRADITIONAL TO THE  
UNIQUE, LET YOUR  
CREATIVITY SOAR



*2013 Best Mini Tree  
Trinity Catholic School*

**PLEASE COMPLETE THE ATTACHED  
DONATION FORM AND RETURN IT TO:**

Big Bend Habitat for Humanity  
Attn: **Aimee Reed**  
2921 Roberts Ave.  
Tallahassee, FL 32310

Aimee Reed  
aimeereed@bigbendhabitat.org



*2013 Best Medium Tree  
Metro Electrical Services*



# Restrictions & Requirements

## DECORATIONS:

- **Decorations may not include items marketing your business or organization.**
- **All decorations must be wired securely to the trees.** The trees will be “bagged” and moved completely intact to their new homes. Therefore, it is important that the tree and decorations are as stable as possible.
- **Tree toppers must be removable.**
- **A tree skirt or other appropriate covering for the base of the tree (up to 36 - inches in diameter maximum) must be included.**
- Decorations should be high quality and enhance the value of the tree.
- Tree must easily fit through normal household doorways with decorations intact.
- To increase the salability of a tree, the Festival of Trees has the right to “tweak” any entry as required.
- The display area is limited to a “circle” around the tree that extends no more than three feet. All items in the display are considered to be part of the donation and will be sold as such.

## LIGHTING:

- **Pre-lit trees are required.**
- You may add additional lights to your tree.
- No more than three strands of lights may be connected on a single line.

**CHECK OUT** – Before a tree can be considered “finished,” the tree must be inspected by a Big Bend Habitat for Humanity Tree Volunteer. You will receive a tax receipt for your donation at this time, if requested.

**SPECIAL RULES** -- **Handout literature and/or solicitation for your group or business will not be allowed.** Trees may be moved if staff deems necessary.

Spaces are allocated on a first come, first served basis.

**Each entry will have a sign provided by Big Bend Habitat for Humanity with the donor’s name and the theme of the tree.**

BIG BEND HABITAT FOR HUMANITY

# 2014 Festival of Trees

## Tree Registration



*2013 Best Large Tree  
Harrell Sisters*

Company or Name of Organization as it should appear in the program and on the display sign:

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Contact Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Tree Theme: \_\_\_\_\_

Tree Size (6 ½ foot maximum):

Under 4 Feet \_\_\_ 4-5 feet \_\_\_ 5 ½-6 ½ feet \_\_\_\_\_

Estimate of Cost of Materials Used: \_\_\_\_\_

I have read and understand the Tree Donor Guidelines:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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