

# 2020 Kellogg Hall Festival of Trees Application

## Item Donation

Name (Business/Individual/Group): to appear on the Donated Item

\_\_\_\_\_

Item(s): \_\_\_\_\_

Theme Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

\_\_\_\_\_

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

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

Size of Tree: 2 Ft  3 Ft  4 Ft  5Ft  6 Ft  7Ft  8FT

Value of donation: \$ \_\_\_\_\_

Volunteers are always welcome to set up, take down, greet and raffles.

I will volunteer:

Date: Please respond by Oct 26, 2020

Setup Time & Date Selected:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Phone: \_\_\_\_\_

Mail Form to:  
Granby Preservation Society,  
250 State Street, Granby,  
MA 01033

or

Email to: [cedg14@gmail.com](mailto:cedg14@gmail.com) or [dcgendreau@gmail.com](mailto:dcgendreau@gmail.com) or  
[granbypreservationsociety@gmail.com](mailto:granbypreservationsociety@gmail.com)

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## Granby Preservation Society of Trees Instructions

- 1) The trees **must be New, ARTIFICIAL and Flame Retardant.**
- 2) You must decorate your tree. Bring your own supplies to aid in decorating, including a step stool.
- 3) Your tree must be free standing and not be attached to the walls or ceiling.
- 4) You may decorate the tree in a tasteful manner keeping all age groups in mind.
- 5) Your tree must be lit with working lights. All trees must have a tree skirt.
- 6) All trees and ornaments should come with their original boxes for storage and marked with your name on them. We will store the boxes until the raffle.
- 7) You must come set up your tree and have it ready for display on Nov 14-15, between 10-2 pm. If you cannot make that time or date please let us know ( [cedg14@gmail.com](mailto:cedg14@gmail.com), [dcgendreau@gmail.com](mailto:dcgendreau@gmail.com) ). Each person will be assigned a designated space for their tree. Please make sure you have plenty of help to decorate.
- 8) If you have wrapped gifts under the tree, please provide a list of the items. Any gift certificates should be ghost certificates to insure against loss.
- 9) No candles, perishable or edible objects on trees. All items including the tree will be given to the winner.

If you have any question please feel free to call (413) 255-0712 to ask us, or write to :

[cedg14@gmail.com](mailto:cedg14@gmail.com), [dcgendreau@gmail.com](mailto:dcgendreau@gmail.com)  
[granbypreservationsociety@gmail.com](mailto:granbypreservationsociety@gmail.com)

Mail Form to:  
Granby Preservation Society,  
250 State Street, Granby,  
MA 01033

or

Email to: [cedg14@gmail.com](mailto:cedg14@gmail.com) or [dcgendreau@gmail.com](mailto:dcgendreau@gmail.com) or  
[granbypreservationsociety@gmail.com](mailto:granbypreservationsociety@gmail.com)