

Festival of Trees

DECORATOR AGREEMENT

___ **YES!** I/We would like to be responsible for decorating a tree for the Festival of Trees event benefitting the Boys & Girls Club of the Foothills. I understand that I will be responsible for providing all of the materials and the labor required to decorate the assigned display.

I will attend the Decorating Day on the Friday before the event and then layout any valuable gifts under the tree the following morning (the day of the event). Or if you are decorating a tabletop tree or wreath you agree to have it decorated and delivered to chairperson's home on Thursday or event location on Friday by noon prior to event.

I will adhere to the guidelines outlined in the Tree Decorator Reference Manual & Design Guidelines.

If I am the sponsor AND the tree decorator, I understand that I have paid a reduced sponsorship rate and am responsible for the cost of the materials and labor associated with the tree. If I am decorating a tree on behalf of a sponsor, I agree to work within the budgeted amount allotted to me by the Festival of Trees committee. Any money spent over and above the specified budget will be my responsibility. Conversely, I understand if my expenditures are under budget that the remaining money goes to the Boys & Girls Club of the Foothills.

Print Lead Decorator's Name:

Lead Decorator's Signature:

Date: _____, 20____

Phone #: _____ Cell Phone #: _____

Address: _____

Email Address: _____

Mail or Email Forms to:

Jeanine Scott - Festival of Trees

223 Highland Place, Monrovia, CA 91016

**For more information, please contact Jeanine Scott at 626.818.0076 or
jeaninescott1@mac.com**

