



2017

Festival of Trees APPLICATION



Non-Profit Organization: _____

Address: _____

Contact Name: _____

Phone #: _____

Email address: _____

The following are guidelines, requirements and regulations:

1. Local non-profit organizations wishing to participate should submit a completed application with a copy of their non-profit status from the SC Secretary of State to the City Clerk no later than Thursday, November 16, 2017;
2. Trees must be lit and decorated between November 20-22, 2017;
3. Trees must be removed between December 27 – 29, 2017;
4. Tree decoration and removal of decorations are the sole responsibility of the organization;
5. All trees must be skirted and have a three-prong power surge electrical strip.
6. All items placed around your tree must be contained in a four foot area.
7. Spaces are limited and will be filled on a first-come, first-serve basis;

Any variances from the above-stated rules must be submitted in writing to the City Administrator by November 16, 2017.

I have received, read and understand the Guidelines and my organization agrees to abide by the same.

I am authorized by my organization to enter into this agreement. I have attached a copy of my organization's non-profit status to this application.

Signature: _____

Print Name: _____

Date: _____

<i>OFFICE USE ONLY</i>	
Application Received	
Date	_____
Time:	_____
By:	_____