



# 2018

# 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 Monday, November 19, 2018;
2. Trees must be lit and decorated between November 20-21, 26-28;
3. Trees must be removed between December 26 – 28;
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.

*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:	_____