



An event
benefitting
Presbyterian
Medical Services



We are thrilled to be celebrating 22 years of Festival of Trees with the community!

Key Details

- The Festival of Trees will be held at the Farmington Civic Center
- 2024 event dates are December 3rd - December 7th
- Raffle tickets cost \$.50. This price has remained the same for 22 years
- Presbyterian Medical Services, the event beneficiary, is a 501 (c)(3) non-profit organization. Festival supporters can receive a tax deduction

We hope that you will consider participating in the festival - a truly wonderful holiday tradition going strong for 22 years!

Guidelines for Entries

Tree Entries

- All ornaments must be securely wired onto your tree with floral wire
- If your tree has pieces that can be removed, each piece must be wired together
- Tops of ornaments must be securely fastened
- All gifts submitted with your tree should be unwrapped
- Please provide a list of items that will be included with your tree donation.
- Trees must be artificial
- Trees must be at least 4' tall
- You must use a tree stand that can support the weight of your tree
- An extension cord must be provided
- **BRING A LADDER** if you plan to decorate your tree at the Farmington Civic Center

Wreath & Centerpiece Entries

- All ornaments must be securely wired onto your wreath or centerpiece with floral wire
- Wreaths and centerpieces must be artificial
- Wreaths must be a minimum of 24" and a maximum of 36" in diameter
- There is no size limitation on centerpieces
- An extension cord must be provided if your wreath or centerpiece requires electricity
- Include a **DOOR HANGER** with your wreath

Key Dates

- Contracts due: November 11th
- Delivery and Decorating: December 1st and 2nd
- Raffle Winner Announcement: December 8th



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Scan for Online
Entry Form

2024 Donor Contract

I/we will participate in the Festival of Trees in the following way(s):

- I/we will donate a Decorated Artificial Holiday Tree
Theme/Title of Tree _____
Overall Size of Display Needed _____ *Average display size is 3'x4'*
Estimated Value of Tree _____
 Our tree will include holiday gifts
- I/we will donate a Centerpiece
Description/Title of Piece _____
Estimated Value _____
- I/we will donate a Wreath
Description/Title of Piece _____
Estimated Value _____
- I/we will donate a Gift Card or Product
Description _____
Value _____
- I/we will make a Monetary Donation
Amount _____ *Make checks payable to Presbyterian Medical Services*
- I/we would like information on Event Sponsorship

Organization/Individual Name: _____

Contact Name: _____

Mailing Address: _____

Phone: () _____ Email: _____

Signature: _____ Date: _____

Please submit by November 11, 2024.

Mail to:
608 Reilly Avenue
Farmington, NM 87401

Email:
pmsfestivaloftrees@pmsnm.org

