



Thank you so much for sponsoring a Christmas Tree for our Festival of Trees this year. The proceeds from this event support many Quota community projects, such as the Loan Closet, Ambulance Drives, and various services to children and seniors.

Guidelines for your tree:

1. Please decorate fully and secure items for transport. (Wiring the ornaments and decorations on is highly recommended so they will not fall off and break) The trees come pre-lit. You may use a theme (i.e., teddy bears, snowmen), if desired. A tree skirt is optional.

2. It is completely optional to include a gift, gift certificate, or other items with the tree, (i.e., stuffed animal, movie tickets, dinner certificate) - these should be offered only by you or your business. – **Please do not solicit certificates from merchants using Quota's name.** Certificates may be offered by individuals or businesses who are kind enough to decorate a tree for this event. If you would like to offer a bottle of wine with a tree that is allowed but no alcohol is to be attached the decorated trees. Cash also seems to disappear from trees too. We will make tags for your tree listing the give-away items.

ALL EXTRA ITEMS ARE DUE AT THE TIME OF TREE DROP-OFF. This ensures they are logged, secured and/or put-away for safekeeping until the drawing.

3. Please deliver your decorated tree to the lobby of the Estes Park Resort (1700 Colorado Peaks Blvd, EP) on Friday, November 7th at your assigned time, you will be emailed a reminder of your time slot the day before. There will be an 11am drop-off and a 12pm drop-off. We hope this allows us to give each sponsor more attention and make the check-in process more efficient. If you cannot make this time, you must call one of the committee chairs to make arrangements for a different drop-off time.

4. We will label your tree with your name and/or name of your business and will list gifts or certificates offered with the tree.

5. Have fun with this and thank you for your participation. The community loves this event, and your support makes it a magical start to the holiday season in Estes Park.

6. Please feel free to call Lori at 970-232-5511 with any questions.

The trees will be on display for people to purchase tickets at The Estes Park Resort. Ticket prices are 1 for \$1, 6 for \$5, or 13 for \$10. The Estes Park Resort and Ember Restaurant will be hosting our Tree kick-off event with hot chocolate and holiday cookies, a visit from Santa and a photo booth on Wednesday, November 12th at the Estes Park Resort from 5pm to 7pm. Please come join us for some holiday cheer and a chance to view all the trees. We will again be giving away 4-6 mini hanging trees on the night of the kick-off. These were a huge hit last year. You must be present to win.

On Sunday, December 14th, we will be drawing for the trees at 3:00 p.m. The trees will be distributed to the winners at that time.

Please fill out this form and email it to EstesParkQuota@gmail.com or bring it with you on November 7th.

Festival of Trees Info Sheet

Tree Name/Color/Theme: _____

Name of Sponsor: _____

If Sponsor is a business list address and website: _____

About your business: _____

Facebook/Instagram Pages _____

Phone: _____

Email: _____

Additional Items included: _____

