

34th Annual TLC Learning Center Christmas Tree Festival

611 Korte Parkway • Longmont, Colorado • 80501 • 303/776-7417 • Fax: 303/776-7471

The TLC Learning Center depends on donations to meet the needs of the children we serve. On **Saturday, December 5th and Sunday, December 6th 2015** we are celebrating our **34th Annual TLC Learning Center Christmas Tree Festival!** At this event, we raffle off 3 ft. artificial Christmas Trees that have been decorated in an assortment of styles by individuals, families, and local businesses. We would love your support by donating a tree. If you would be interested in decorating one, please note the following ways you or your business would receive advertisement:

1. Your business name or individual contributor name will be posted by the tree.
2. Your business or individual contributor name will be acknowledged in the program going out to over 800 people.
3. You are encouraged to display your business card or coupons by your tree. (Please limit size to less than 3½" x 7½")

****Please choose which event you would like to display your tree at: the evening (12/5) or the morning (12/6), and fill out the attached form. ****

Guidelines for the Christmas Tree Festival are as follows:

1. The trees should be artificial and a minimum 30 - 36 inches tall.
2. Though trees are preferred, other items that creatively substitute for a tree will gladly be accepted (i.e. wreaths, baskets, etc.)
3. You are welcome to use your business as a theme if you would like. An example from a previous year is when a children's store used toys to decorate their tree.
4. The value of the donation should be \$150.00. If the decorations are a minimal cost, gifts can be placed under the tree (i.e. gift certificates, toys, etc.) to bring the value of the donation up.
5. **AGAIN THIS YEAR!** According to the State Bingo & Raffle Rules, there can be **NO alcohol included with your tree. However, you may include gift certificates from liquor stores.** You may also include lottery tickets on your trees.
6. **For Trees donated for Dec. 5th:** Trees must be delivered to the Plaza Hotel Conference Center, by each individual or business between 3:30 – 4:30 p.m. with setup completed by 5:00 p.m. the evening of 12/05/15.
7. **For Trees donated for Dec. 6th** Trees must be delivered to the Plaza Hotel Conference Center, by each individual or business between 7:30 - 9:00 a.m. with setup completed by 9:30 a.m. the morning of 12/06/15.

Thank you for your generous contribution. All items become property of TLC Learning Center and will be raffled at the Annual Christmas Tree Festival, with the proceeds benefiting TLC Learning Center. Your donation is tax deductible. Please retain a copy of this form for your records. Return the original to TLC Learning Center.

PLEASE RETURN THE REGISTRATION FORM TO TLC LEARNING CENTER BY FRIDAY, NOVEMBER 13, 2015

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Donation made by:

Business Name *Contact Name*

Number of years donating trees: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____

Business Phone: _____

Fax Number: _____

E-mail: _____

Contributor's Signature *Date*

Please indicate the best way to contact you for any questions or concerns: _____

Please indicate your preference for tree display

____ AM ____ PM ____ Either

Tree Placard

Please print your name or the name of your business, as you would like it to appear on the placard in front of your tree.

Tree Description

Tree name: _____

Short description: (20 words or less) _____

Tree Value: _____

Solicitor's Name: _____

Please print legibly. Thank you!

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