

**Festival of Trees**  
**Herbert Wescoat Memorial Library**  
**Trees will be on display November 19 - December 14, 2018**

Guidelines for Decorating Trees

1. Please return the reply form no later than Monday, November 12, 2018.
2. Be sure to include the theme and a detailed description you have chosen for your tree.
3. Although crafted and store bought decorations may be used, entries should display artistic originality.
4. Decorations must be in proportion with the size of the tree. Ornaments and decorations must be wired securely (not glued) on trees. Trees should be full, using fillers, garlands, fabrics, decorations, and ornaments.
5. Organizations and groups may come into the library Monday, November 12<sup>th</sup> through November 16<sup>th</sup> to decorate their trees. The deadline for decorating entry trees is 4:00 on Friday, November 16<sup>th</sup>.
6. All decorators, and those who contribute in any way to the decoration of your tree, will be recognized. Please be sure to submit all names on the entry form.
7. Tabletop trees must be artificial, ranging in size from 18 to 36 inches.
8. The Festival of Trees will be presented from Monday, November 19<sup>th</sup> to Friday, December 14<sup>th</sup>.
9. Peoples' choice will be announced on Friday, December 14<sup>th</sup> at 4:00.
10. A silent auction of the trees will be on going and end on Friday, December 14<sup>th</sup>  
[Remember the funds raised from selling the trees will help disadvantaged children from Vinton County]
11. There will be a Peoples' Choice 1<sup>st</sup> place award presented. Also a second and third place winner announced.
12. Individuals or groups will be notified on Monday, December 17 if their tree remains at the library. Remaining entries should be picked up no later than December 17<sup>th</sup>.

Festival of Trees  
Herbert Wescoat Memorial Library  
Tree Display November 19 - December 14, 2018

ENTRY FORM

Deadline: Monday, November 12

Your theme selection: \_\_\_\_\_

Tree size:        18 inches \_\_\_\_\_        36 inches \_\_\_\_\_  
                      24 inches \_\_\_\_\_        Other        \_\_\_\_\_ (list size)

Will your tree need electricity?    Yes \_\_\_\_\_    No \_\_\_\_\_

Detailed decoration description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Decorator(s) name(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization or group: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Group contact person: \_\_\_\_\_

Herbert Wescoat Memorial Library  
120 N. Market St.  
McArthur, OH 45651  
(740) 596-5691

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Dear Community Member:

To usher in the holiday season, the Annual Festival of Trees will be on display from Monday, November 19 to Friday, December 14 at the library. This festival is a great way to promote business, and community program awareness for your organization or group and support a great cause; the Gift of Reading program as well as the Helping Hands Christmas Angel Tree. These programs provide disadvantaged children with new books as well as toys, clothes, and other gifts.

There are other benefits to the Festival of Trees experience, too. It's a great way for tree decorators to showcase their artistic talents and to meet new and old friends as they pop in to experience this spectacular event.

Everyone is invited to come in to see the trees, vote for their favorites, and soak up some incredible Christmas spirit.

Please refer to the enclosed guidelines and complete an entry form as soon as possible. Since the library can only accommodate so many trees, spaces will be reserved on a first come, first served basis. We look forward to your participation.

Your support is greatly appreciated.

Best wishes,

Diana Johnston  
Director  
Herbert Wescoat Memorial Library  
120 North Market Street  
McArthur, Ohio 45651  
740-596-5691