



Electric City Trolley Station & Museum  
300 Cliff Street  
Scranton, PA 18503



**CHRISTMAS IN THE CITY**

**FESTIVAL  
OF TREES** 

**November 30, 2007  
through January 2, 2008**



The sky's the limit at Festival of Trees. Come celebrate the holiday season with your friends by entering a tree from your organization. Be creative and decorate your tree any way you like. A gala party, for 300-400 people will be held on opening night of the exhibit at the Trolley Museum, Friday, November 30, 2007, from 5:30 pm to 8:00 pm. Your tree will be viewed by party goers, museum visitors from outside the region, your competitors, the media and hundreds of holiday shoppers. It's a great marketing opportunity to show off the talents and creativity of your organization plus exhibiting our area's pride to visitors outside the region. Schools are encouraged to compete in the Special Educational Categories.

**Entry Fees:** \$100 per organization. Proceeds will benefit Toys for Tots, The Friendship House, NEIU #19 Arts Alive. (Non-profit rate is \$50 per organization.)

**Tree Criteria:** Trees will be on display inside Electric City Trolley Station & Museum. *NOTE: For this year's exhibit, no cut OR living trees will be accepted. Only artificial trees will be displayed.*

Exhibitors will have an 8 foot x 8 foot space to display their tree or holiday exhibit. Electrical outlets will be provided for lights. Entrants should bring their own heavy duty extension cord, at least 8 feet in length. Set-up & break down are the responsibility of each entrant.



Please be aware that the festival of Trees committee reserves the right to refuse set up of any tree of exhibit not deemed appropriate for this event.

**Tree Set-Up:** Monday, November 26, Tuesday, November 27 & Wednesday, November 28, 9 am to 5 pm all trees MUST BE fully decorated by 5 pm on November 28. Trees will be judged on Thursday, November 29. All exhibitors will have pre-assigned locations to set-up their tree. Upon arrival at the museum to set-up, exhibitors need to check at the information desk and be directed to their assigned location.

**Tree Break-Down:** Trees must be taken down by January 5, 2008. The museum must be notified in advance if any exhibitor is not able to remove their tree by January 5.

**Decorations:** To help prevent theft of ornaments displayed on trees it is highly recommended that all decorations be wired onto the tree branches, not simply hung with standard hooks.

**Tree Security:** Every effort will be made to monitor the trees against theft of items; however the Trolley museum assumes no responsibility for the loss or damage of items displayed.

**Tree Recognition:** Ribbons will be placed on winning trees and plaques will be awarded to the winners.

All applications must be received by November 18, 2007. Space is limited. If you need any additional information on this event or the reception, please contact the Electric City Trolley Station & Museum at 570-963-6590.

Opening Reception Invitations will follow.  
Price: \$25.00 per person.

## Registration

Company: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Contact's Name: \_\_\_\_\_

Daytime Phone: (\_\_\_\_) \_\_\_\_\_

Title of Entry (if known): \_\_\_\_\_

My Check for **\$100** (\$50 for non-profits) is enclosed (or will be sent if you are faxing this form).

Please charge the following Credit Card:

- VISA
- MasterCard
- American Express
- Discover

Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date: \_\_\_\_\_ / \_\_\_\_\_

Make check payable & return this registration form to:

**Electric City Trolley Station & Museum**  
**300 Cliff Street**  
**Scranton, PA 18503**

To secure your tree reservation, fax by November 18, 2007 to (570) 963-6447. *Early responders get preferred tree placement!*



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