



# 2020 Festival of Trees Tree Host Location Application



Applications may be submitted *at any time*, but no later than **September 15, 2020**.  
Applications will be accepted ***first come, first serve***.

Host Location \_\_\_\_\_  
(Please PRINT the tree name as you wish it to appear in the event program)

Host Location address: \_\_\_\_\_  
(Please PRINT the names of your decorating team as you wish them to appear in the event program)

Contact Name: \_\_\_\_\_ Mailing Address (Please indicate if home or work)

Contact Phone: \_\_\_\_\_ Primary Number to Be Used City, State, Zip

Other Phone: \_\_\_\_\_ (Please indicate if home, work or cell number) Contact Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Host Location agrees to the following:

- Provide front facing window with electrical outlets nearby (or other approved location.)
- Allow for signage advertising Festival of Trees, Tour of Trees during the event.
- Allow tree decorator(s) access to the location for the purpose of setting up their tree Nov. 18th - 21st.
- Allow for photos and media coverage during event.
- Allow for access by Hospice of Redmond after the event for tree deliver to tree buyer.

Timeline:

Sept. 15th Host location and tree decorator applications due

November 18 - 21st trees will be decorated at host location

November 21st - December 5th trees will be viewed by public in person or online.

December 5th will be the virtual auction.

December 6th trees will be delivered to the tree buyers.

Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for your generous support of Hospice of Redmond!**

If you have questions, or for additional information, please contact us. Email the completed application to [festivaloftrees@hospiceofredmond.org](mailto:festivaloftrees@hospiceofredmond.org) or submit the completed application to:

**Hospice of Redmond Attn: Jane McGuire**

732 SW 23rd, Redmond, OR 97756

Phone: 541-548-7483 Fax: 541-548-1507 [festivaloftrees@hospiceofredmond.org](mailto:festivaloftrees@hospiceofredmond.org)