



2025 Festival of Trees Fundraising Event

Event Dates: Friday, November 14th @ Noon ~ Sunday, November 23rd @ 2pm

~ Who, What and Where :

- ❖ **Set-Up Dates: starting Saturday, November 8th thru Thursday, November 13th; 8am-6pm – or call if a special time is required.**
- ❖ **Any business, organization, or individual can donate a fully decorated tree (artificial only), wreath, or Holiday item that reflects the Holiday Season.**
- ❖ **Tree, wreath or Holiday Item will be publicly displayed at Sunset Farm on 436 Foxcroft Road, Houlton, in the Big Red Barn!**
- ❖ **Festival of Trees event showcases your local business, organization & the many individual talents of skilled artists and craftspeople. Advertising will be conducted via social media, radio, and newsprint.**
- ❖ **Raffle Tickets are sold for a nominal fee of \$1.00 each. Each tree, wreath, or item will have beautiful identifying signage and descriptions, and a decorative pail to place the tickets.**
- ❖ **The Festival of Trees is open to the public throughout the event! This year, we will hold an Open House, an evening event on Friday, November 21st, from 4 pm ~ 8 pm, featuring refreshments and SANTA!**
- ❖ **The Winners of each Tree, Wreath, or Holiday Item will be drawn at 2:00 pm on Sunday, November 23rd, and will be live-streamed. Winners will be notified by telephone following the drawings and encouraged to pick up trees on the 24th prior to 9PM and all-day Monday, the 24th until 7PM.**

~The Guidelines are simple:

- ❖ **Trees and Wreaths must be artificial. Trees must be properly secured for free-standing. A good, solid tree stand provides the best stability. We recommend covering the stand with decorative material or simple cotton batting.**
- ❖ **Lighting ~ Please test your lights before they are put on the tree and before you fully decorate. The Foundation will provide extension cords.**
- ❖ **Battery-operated items- please leave extra batteries if necessary. We will turn items off at closing. each night and back on during the hours of operation.**
- ❖ **All decorations, special items, and gifts placed either on the tree or under the tree are considered a part of the display for the winner. A descriptive list of the items or gifts you created benefits the bidders for ticket selection and will be placed on the tree.**
- ❖ **Wreaths or Holiday-specific items will be displayed on the walls, tables, or stand.**
- ❖ **Themes for your entries can certainly be business-centered. Holiday-themed and handcrafted items showcasing your skills and talents with the Holiday Spirit in mind are suggested. Please choose a name for your display (i.e.: Sugar and Spice and Everything Nice).**

Please Complete the Entry Form

***The Health Services Foundation's
2025 Festival of Trees Fundraising Event Entry Form***

- ❖ *To participate, please complete the form below and return it to the Foundation Office by: October 27th to begin exciting planning and layout!*
- ❖ *Email the completed form to: hsflweston@pwless.net or mail: PO Box 1231, Houlton, ME 04730 or call the Foundation Office with the details at: 207-521-2147 or 207-694-4830.*

Thank you in advance for your generous spirit of giving and for its essential role in meeting the healthcare needs of those in our community.

Business Name/Organization/Personal Name:

Yes, I/We will participate with one of the following:

- Tree:_____ **Theme:**_____
- Wreath:_____
- Holiday Item:_____
- Gift Cards for Trees:_____
- Other:_____
- Estimated Value: \$_____

- ❖ **It is helpful to provide a list of what items are on the tree or item. The Foundation can help print and laminate the list.**

