



Festival Guidelines

About Festival of Trees

Festival of Trees is an annual holiday fundraising event organized by **CASA of Cecil County**. The event is held at:

Woody's Crab House
29 South Main St.
North East, MD 21901

What you need to know:

- ✳️ CASA of Cecil County provides green, artificial trees that come in two sizes:
 - 6ft tall unlit trees
 - 2ft tall pre-lit trees with multi-colored lights.
- ✳️ Each tree will have a sponsor.
 - The sponsor can choose to decorate the tree themselves, or have someone else decorate it on their behalf (see more information on sponsoring below).
- ✳️ Trees will be on public display for the month of November and will be auctioned to the public.
 - Bids can be made in person at the venue or online via CASA's website.
- ✳️ The funds raised from this event benefit the children of Cecil County who are struggling to navigate the foster care system.
- ✳️ **The Auction will close on Saturday, December 3rd at 4 pm.**
- ✳️ Trees can be picked up immediately following the closing of the auction.
 - Remaining trees will be available for pick up on December 4th between 11 am and 2 pm.
 - The Festival of Trees Committee does not have the capability to deliver trees.

If you are sponsoring a tree:

- ✳️ Your name will be displayed with the tree you are sponsoring.
- ✳️ If you are unable to decorate your tree, we will find a decorator for you!
- ✳️ If you are planning to decorate your tree, please see the decorating rules below.

If you are decorating a tree:

- ✳️ Pick a theme that will catch the eye! Each tree will be auctioned, so let your creativity soar!
 - All types of trees sell, but the bestselling trees are imaginative, exciting, and eye-catching.

- ❄️ Bring your lights!
 - Limit 3 strands per 6 ft tree (2 ft trees are pre-lit)
 - Do not bring extension cords. CASA will provide those.
- ❄️ Make sure you bring all supplies you will need to complete your decorations. This may include:

<ul style="list-style-type: none"> ○ Cart or Dolly ○ Step Ladder ○ Drop cloth (control glitter and faux snow) ○ Scissors 	<ul style="list-style-type: none"> ○ Tape ○ Floral wire ○ Wire cutters ○ Glue gun ○ Ornaments, Ribbons, and Filler
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- ❄️ Do not bring tables on which to stage your decorations. We do not have enough space to accommodate tables
- ❄️ Securely fasten all decorations to ensure they are not displaced should any movement be required. Please decorate all sides of the tree.
- ❄️ You may use decorations you purchase or make.
 - Your decorations will be sold with the tree.
 - Everything you put on and under the tree will be sold with the tree.
 - No advertising or inappropriate materials.
 - Please note that decorations **MAY NOT** promote a business unless the business is the **TREE SPONSOR**.
- ❄️ **ALL TREES WILL BE AUCTIONED AND SOLD.**
- ❄️ Decorations should be in proportion to the size of the tree.
 - Make sure your tree is FULL using fillers, garlands, fabrics, decorations, and ornaments.
- ❄️ All spraying of any type (including glue and glitter) must be done **OUTSIDE** the facility.
- ❄️ Don't forget your tree topper and skirt!
 - If your tree topper is fragile, include a box with your tree so it is safe when transported by the person who bought the tree.
 - We encourage the use of decorations under the tree to enhance your design!
- ❄️ All **6ft** trees are located at floor-level and must remain at floor level.
- ❄️ Do not move your tree.
- ❄️ All decorating must be completed within the decorating period listed below in the Festival Schedule.

Tree Themes and Judging

The Theme Title, Sponsor Names(s) and Decorator Names(s) will be displayed on the signage coordinating with your tree. Decorators are asked to select a category that is representative of their designs from the following:

- Traditional
- Regional*
- Whimsical

*Regional includes Maryland, Cecil County, Chesapeake Bay, and USA themed trees.

During the judging process, the judge knows only the tree's category and name; they do not know who sponsored or decorated the tree. Awards will be announced at the Opening Reception. Award ribbons will be displayed with the winning trees.