



Gilmer County Library Festival of Trees Tree / Wreath Application 2021



Please join the Gilmer County Library as we celebrate the holiday season with our annual Festival of Trees! If you would like to take part in the Festival, please read all information listed below. To participate detach and return bottom section of the form, and retain for your information & reference. It is your responsibility to follow up to be sure we have received your application to participate.

Applications must be received by November 1st; space is limited, so get your application in ASAP! Trees and wreaths may be set up starting Monday, November 15th, and all decoration must be completed no later than Tuesday, November 30th. Trees and wreaths may be removed between Monday, January 3rd and Saturday, January 8th.

Specifications for Trees and Wreaths:

- Your tree must be artificial, and between 4' and 7' in height. Wreaths are limited to a width of 3'. All trees and wreaths will be displayed upstairs.
- No food products may be used on any tree or wreath, unless they are wrapped or in a sealed container.
- No lights may be used.
- Your tree or wreath should be decorated in accordance with a theme that you choose. The theme you select might, for example, reflect the interests and/or purpose of your organization.
- An appropriate tree skirt must be used under your tree.
- A small sign (approximately 8-1/2" x 11") in an attractive holder stating the name of your group should be placed beside your tree or wreath.
- In decorating your tree or wreath, keep in mind that small children will be viewing and possibly touching the display. For that reason, we ask that you avoid decorating with anything with sharp edges.
- Please do not use live flowers, branches, leaves, etc. These items can be a fire hazard.
- No hot gluing may be done inside the library, and no aerosol sprays, or scents of any kind may be used.
- Glitter and similar products are prohibited.

Other Details

The Library cannot accept responsibility for the care of trees, wreaths or ornaments. It is against Library Policy for organizations to solicit donations on library property. Please limit your group to 4 people at a time to decorate a tree. Children with a group must have adult supervision. **Protective face coverings are encouraged in the library. Please call the library to set up an appointment for set up and removal.**

Gilmer County Library hours are Mon.-Thurs. 9am-8pm and Fri.-Sat. 9am-6pm. Please be finished and ready to leave the library at least 15 minutes prior to closing. For more information call 706-635-4528.

Mail, email, fax or deliver entry to: Gilmer County Library
268 Calvin Jackson Drive, Ellijay, GA 30540
Fax: 706-635-3528 Email: thomersona@seqlib.org

Gilmer County Library Festival of Trees 2021

Name of Organization: _____

Contact Person or Persons: _____

Phone: _____ Email: _____

Address: _____

I will set up my tree wreath on November _____, 2021

Tree/Wreath Theme: _____