



TREE DONOR RULES

Please review all TREE DONOR RULES before registering.

These updated guidelines are designed to create a safe, consistent, visually appealing, and guest-friendly Festival of Trees experience while making setup and post-event pickup easier for participants and winning ticket holders.

Tree & Display Requirements

- -Artificial trees only, with a maximum height of 8 feet
- -Each tree must include a tree skirt, tree topper, and working lights
- -Displays must allow for safe guest traffic and neighboring exhibits
- -SBGC staff may adjust tree placement or request modifications for safety, consistency, and guest experience

Large Items & Prizes

- -Large or oversized items, including bicycles, dollhouses, play kitchens, furniture, and outdoor equipment, should remain in their original packaging
- -Large items should be represented with a photo, sign, or printed description
- -Oversized prizes should not be assembled or displayed on the floor
- -All items included with the tree become part of the final prize package

Set-up Days

- Wednesday Nov 18th
- Thursday Nov 19th
- Friday Nov 20th

Between 12:00 pm - 6:30 pm

Decorating & Safety

- -Decorations may not be glued directly to trees
- -No artificial snow, loose glitter, confetti, or perishable/food-based items on the tree
- -All decorations and display items must be securely fastened
- -All items should be new or in like-new condition
- -Displays may not be attached to venue walls, ceilings, curtains, columns, or other facility fixtures

Setup & Transportation

- -Participants provide their own setup tools and supplies
- -Trees should be designed for reasonable disassembly and transportation by winning ticket holders
- -Complex construction requiring specialized tools is discouraged

Gift Cards & Inventory

- -A complete inventory must be displayed with each tree and submitted during setup
- -Gift cards, certificates, tickets, vouchers, and other valuables should be represented with a printed display copy
- -Actual valuables will be collected by SBGC staff for safekeeping