

Southport Garden Club's



“Winterfest-ival of Trees”



Instructions for Participants

Event Overview

- Display dates: December 8-13
- Celebration Night December 9, 6-8 PM (*music, children's activities, Santa & the Grinch, refreshments, silent auction, sale of florals, People's Choice judging*)

Tree Setup Instructions

- Setup Times:
 - December 8 (9AM-4PM) or December 9 (9AM-12PM)
- Location:
 - Unload at E West Street entrance (near Franklin Square Gallery)
- Assistance:
 - Volunteers will assist with unloading and setup

Decoration Guidelines

- Bring your own tree (real or artificial), lights, decorations and **weatherproof** extension cord(s)
- All decorations must be **weatherproof**
- No food items or decorations that attract wildlife
- Secure tree in original stand; additional platform and sandbags provided
- Bring a large tree skirt (sheet or blanket) to cover all the base

Removal Instructions

- Remove trees by December 14 (10 AM-2 PM)
- Volunteers will be available to assist

Signage

- Submit the name for your laminated sign as you want it to appear (on registration form)

Contact Information for questions

- Email: southportncgardenclub@gmail.com
- Phone: Kay Ross, 859-509-0917

Participant Checklist

- ___ Tree (real or artificial)
- ___ Lights and decorations (**weatherproof**)
- ___ Extension cord(s) (**weatherproof**)
- ___ Tree skirt/blanket/sheet

