

Festival of Trees

Hosted by the Department of Theatre Arts and Dance
Southern Utah University

Purpose

To better provide for a community event during what is the most caring and giving of holidays the Department of Theatre Arts and Dance is hosting a Festival of Trees within the Randall Jones Theatre Lobby on November 30 and December 1-2, 2017. The event will showcase decorated trees donated by local businesses and individuals which will be on display during the event. All trees will also be included in a silent auction whose proceeds will be donated to the Iron County Care and Share Food Drive. On December 2nd the community will be invited to a morning and afternoon of Christmas complete with Christmas themed presentations within the theatre itself as well as time to view the trees and decorations within the lobby, during the 30th and 1st the lobby will be open to public viewing.

Registration

- Given limitations of space within the lobby a maximum of twelve (12) trees will be permitted to register this year
- To reserve a space please fill out the attach registration form
- If at any time after submitting your registration form you find yourself unable to participate please contact Brian Swanson, swanson@suu.edu, 435.865.8674 to release your reservation and allow for others to participate.

Tree Decorating and Display

Trees

- No live trees are allowed, all trees must be artificial
- All decorations and trees must be Nonflammable
- Trees taller than 10 feet will not be allowed
- All trees should have a tree skirt.
- Tree Footprint cannot exceed 7' by 7'
- All tree branches must be permanently attached to the tree by the manufacturer.
- The trunk of all trees must be reinforced by wiring a continuous piece of rebar or ½" rod to the trunk. This may also be accomplished with hose clamps. The rebar should not extend past of the top of the tree and may be stop 8" short of the top of the tree.
- The sections of the tree trunks should be joined together with self tapping screws or bolts to prevent the sections from coming apart when trees are delivered.

Decorations

- All decorations should be glued and or wired to the tree.
- Material deemed inappropriate to the purpose of the festival will not be allowed to be posted. Trees themed with alcohol, tobacco or adult content will not be allowed.
- All decorations and trees must be Nonflammable
- All items included under the tree as decoration will be sold with the tree during the silent auction.
- Trees will be visible from the outside of the Randall Jones Lobby as well as from inside so make sure your tree is decorated on all sides
- Decorations that include water or inflatable objects will not be allowed
- Old or previously used decorations should not be used.

Lights

- All lights on trees must be new and UL listed.
- Trees with too many lights will not be allowed, trees are allowed a total of 300 lights, please refer to light boxes for information on how strings may be connected to each other
- Pre-Lit trees are allowed
- Please attach any replacement blubs or fuses to the tree skirt.

General

- Next to each tree will be posted tree information including name and description of tree. If you would like to post additional information such as a dedication to a loved one or a business name or logo, space will be provided for but size is limited to 11 x 17.
- From November 27th to the 28th between 4pm and 9pm time is provided for in the lobby for decorating your tree. Time can also be scheduled on November 29th but is limited due to the opening of the dance concert. Please write the preferred date and time on the registration form so that we may make sure to meet you there. You will need to bring all the tools and supplies you will need as nothing will be available.