



### Tree Contribution Contract 2020

Thank you for your interest in participating in the Museum at Campbell River's 2020 Festival of Trees. Please complete the following to book your tree now.

**A copy of the signed contract must be returned no later than Monday, November 9, 2020.**

Please print your name as it is to appear on **ALL** promotional material.

Donating Company/Organization/Individual: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_

**Mailing Address:**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone (Office) \_\_\_\_\_ (Home) \_\_\_\_\_ E-mail address: \_\_\_\_\_

Do you want us to tag you on our social media? Please share your social media details: \_\_\_\_\_

Please send us a copy of your logo to [tona.mcmurran@crmuseum.ca](mailto:tona.mcmurran@crmuseum.ca) for use on Festival promotions.

Preferred method of Contact:  Phone  E-mail

I/we agree to participate in the Museum at Campbell River's 2020 Festival of Trees event by supporting a decorated tree which will be on display at the Museum for the month of December.

Contribution Level (please indicate your level of contribution)

\$500 - Full Tree  \$250 - Half Tree  \_\_\_\_\_ (\$100 minimum) - Themed Tree

Please invoice me for my contribution.  Decorating Elf required.

**Title of Entry:** \_\_\_\_\_

**Tree Description:**

Please provide a short description of the decorating theme of your tree. The description should be no more than 75 words. The Museum at Campbell River reserves the right to edit your description if it is considered necessary.

**CONTRACT TERMS:**

1. *I/We understand that the Museum at Campbell River is responsible for the floor plan and assigned location for the trees. The Museum reserves the right to establish and require quality controls to ensure a high standard of excellence. The Museum reserves the right to refuse any tree decorations that is deemed inappropriate for a family viewing audience.*
2. *I/We understand that it is my/our responsibility to provide all of the decorations for the tree. The decorations and all materials I choose to place under or around the tree must be picked up between Museum regular hours of operation between Tuesday, January 5 to Sunday, January 10, 2020. Any decorations or items left beyond this date become the property of the Museum and may be auctioned, sold or disposed of at the Museum's discretion.*
3. *I/We agree that the Museum at Campbell River shall have no liability for any decorating materials used, lost, or damaged during the Festival or personal property used during the set-up and teardown of the event.*

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return the signed contract to Tona McMurrin by either: e-mail: [tona.mcmurrin@crmuseum.ca](mailto:tona.mcmurrin@crmuseum.ca) / Fax: 250-286-0109 or mail / drop-off to: Festival of Trees, Museum at Campbell River, 470 Island Highway, P.O. Box 70 Station A Campbell River, B.C. V9W 4Z9