



## 13th Annual Parade of Trees 2021 Participation Guidelines

So you want to donate a tree or wreath. That is great!



### To Donate a Faux Tree or Wreath:

Please fill out the [Participation Form](#) and send it to our PARADE EMAIL, [dhsparadeoftrees@gmail.com](mailto:dhsparadeoftrees@gmail.com) or regular mail to Danvers Historical Society, PO Box 381, Danvers, MA 01923. This year folks are required to sign up for a set up time prior to arriving at Tapley Hall. Once form is received, we will contact you to make a date and time for set up.

### How It works:

1. **Buy or create a faux Christmas tree or wreath** with lights (preferably LED bulbs), any size (your only limitation is that it may not be made of fresh green materials). If you choose a table top model be sure to provide a suitable stand with a cloth to place the tree on. If you want the stand back, please let us know at set-up time.
2. **Pick a theme** for the tree: ie: Art, History, Barbie, Health, Fitness, Dining, Reading, Gardening, Sewing, Harry Potter, Matchbox, etc. Decorate to interpret your theme and include ornaments, gifts, gift certificates, etc. **Do not include the actual gift certificates on the tree**, decorate with copies, and give the actual certificates to the attendant, who will make sure the winners get the actual gift certificates when the tree is picked up. If a gift is too valuable to display, it can be represented by a facsimile, and the actual item given to the attendant. All items displayed should be true representation of what the winner will receive. Your generosity and creativity inspires guests to purchase multiple raffle tickets. **Tapley Memorial Hall can accept 40 trees and 10 wreaths.**
3. **Fill out the [Tree/wreath donor setup](#)** form and turn it in when you set up your display.
4. **Edible items**, loose glitter, confetti or artificial snow are prohibited in your display. If edible items are given to the winner, fake ones should represent them in your display.
5. **Space assignments** are at the discretion of the committee which may relocate your display as they feel is best suited within the event space.
6. **Display set ups** are to be in Tapley Memorial Hall between 9am and 4pm Monday-Wednesday, Nov. 23rd- 25th. Once the form is received, we will contact you to make a date and time for set up.

Questions? **Contact** DHS office -(978)777-1666 or email [dhsparadeoftrees@gmail.com](mailto:dhsparadeoftrees@gmail.com)  
By helping us “Grow” the Parade of Trees you help us  
“grow” our education and preservation programs.

