

2009 WINTER FESTIVAL
YOUTH ORNAMENT TREE DECORATING CONTEST

The Winter Festival – A Celebration of Lights, Music, and the Arts is scheduled for Saturday, December 19 from 3:00 p.m. until 10:00 p.m. Our theme this year is “Magic on Monroe Street.”

The Youth Ornament Tree Decorating Contest requires that the students make the ornaments themselves. Their ornaments may consist of many mediums. Our intent with this contest is to provide local pre-school and elementary children the opportunity to show and display their creative abilities.

If you would like to enter your class, please complete the enclosed application, Liability Disclaimer and Parental Consent and Release Form and mail to the address listed below by November 20. No fee is required to enter the Youth Ornament Tree Decorating Contest.

Please read the following Rules and Guidelines carefully. Remember that space is limited, so be sure to return your application as soon as possible. A confirmation letter and additional information will be mailed to you once we have received all the required documentation.

If you have any questions, please call the festival office at 891-3860.

Best wishes and good luck to you and your artists!

Judging Criteria

- A. Creativity
- B. Use of Color
- C. Use of Texture
- D. Use of Mediums
- E. Originality
- F. Use of Winter Festival Theme
- G. Marketing and Advertising Appeal
- H. Overall Presentation/Appearance
- I. Adherence to Official Contest Rules

QUESTIONS?

Jan Bubsey, Director of Operations
912 Myers Park Drive
Tallahassee, FL 32301
PHONE: (850) 891-3860
FAX: (850) 891-3874
EMAIL: winterf@talgov.com Web: talgov.com
TDD: 711

2009 YOUTH ORNAMENT TREE DECORATING CONTEST
RULES AND REGULATIONS

1. Only one tree per classroom per instructor.
2. Your participation in the Winter Festival Youth Ornament Tree Decorating Contest constitutes permission to use your name(s), likeness(es) and voice(s) for future advertising and publicity without compensation. The City of Tallahassee Parks and Recreation Department reserves the right to photograph/videotape facilities, activities, and program participants for potential future use. All photos/footage will remain the property of the City of Tallahassee Parks, Recreation and Neighborhood Affairs Department (hereinafter TPRNA) may be used for publicity or promotion purposes only.
3. The Winter Festival will provide one 5-6 foot evergreen tree, tree stand and mini lights. Please do not bring your own lights.
4. Each group should submit a minimum of 50 ornaments. The more ornaments, the better!
5. Ornaments may be constructed of any material that is weatherproof (paper mache', pinecones, etc.) Store bought ornaments can be used but must be embellished with beads, glitter, etc. to give it a personal touch of the artist.
6. The 2009 Winter Festival theme is The Winter Festival Celebrates "Magic on Monroe Street." Our 2009 logo is on the cover of the application.
7. Each ornament must have a hanging device— i.e. string, ribbon, hook, etc.)
8. The name of the school, class, and age group will be displayed with each tree. Please submit this information with your application so that a tree will be reserved for your class and so that the proper signage can be prepared just for you. If available, please submit an enlarged, laminated group photo of the students who participated in the contest so that we can display it on the sign in front of their tree.
9. Each class is responsible for decorating its own tree. Students are welcome to assist in the decorating, but must be accompanied by a teacher or parent. Teachers and volunteer parents are welcome to decorate their tree without assistance from the students.
10. If you would like to make this a classroom fieldtrip event, please notify the festival office so that arrangements can be made for bus parking.
11. Upon arrival to decorate your tree, a Winter Festival representative will direct you to the location of your reserved tree. The trees will be located in the area of McCarty Park at Park Avenue and Adams Street.
12. If possible, please take a photograph of your completed tree for your classroom scrapbook.
13. Ornament displays will be judged on Thursday, December 17, 2009, beginning at 4:00 p.m. Please have your tree decorated and ready for the judges no later than 3:30 p.m. that afternoon.
14. The decorated trees will be on public display on Saturday, December 19 from 3:00-10:00 p.m.
15. If you wish to have your ornaments saved, please make arrangements for someone from your school to come to McCarty Park on Sunday, December 20 before 4:30 p.m. to remove the decorations from your tree. Please do not remove the trees or mini lights, as they are the property of TPRNA. The trees will be removed from the park on Monday morning and taken to local organizations representing underprivileged youths.
16. Please note that due to inclement weather, vandalism or circumstances beyond our control, we may not be able to save any or all of the ornaments.
17. The City of Tallahassee, its employees, event sponsors and volunteers are not responsible for neglect, damage to your artwork, damage to your artwork caused by inclement weather, theft or personal bodily injury to you, your employees, representatives, volunteers, relatives or guests while participating in the Winter Festival. This includes traveling to and from the event, pre-event set up, during the event and post-event tear down.

**2009 WINTER FESTIVAL
YOUTH ORNAMENT TREE DECORATING CONTEST
APPLICATION DEADLINE: NOVEMBER 20, 2009**

Please print or type the following:

SCHOOL NAME: _____ AGE/GRADE LEVEL: _____

SCHOOL ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

ART INSTRUCTOR: _____

CONTACT PERSON: _____

PHONE: _____ CELL: _____ SCHOOL FAX: _____

EMAIL (preferred): _____

ENTRY TITLE: _____

MEDIUMS USED: _____

Please briefly describe your ornaments as they relate to the theme: _____

Applications, signed Liability Disclaimers and Parental Consent and Release Forms must be received no later than November 20, 2009, in order to have a tree reserved and a sign made with your school information (see #8 in Rules and Regulations). Applications received after the deadline will be placed on a waiting list and will be pulled from the list as vacancies become available.

Important Notice: Due to the Homeland Security Advisory System, all activities, events, and other Winter Festival Components are subject to change or cancellation. Notification of such changes or cancellations will be submitted accordingly.

If a person with a disability requires an accommodation to participate or if special seating arrangements are needed, requests must be made to the event coordinator seventy-two (72) hours prior to the event.

The City of Tallahassee Parks and Recreation and Neighborhood Affairs reserves the right to photograph/videotape facilities, activities, and program participants for potential future use without compensation.

A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE.

**CITY OF TALLAHASSEE
CELEBRATION OF LIGHTS
LIABILITY DISCLAIMER**

The City of Tallahassee Celebration of Lights does not provide liability insurance for the protection of participants, spectators, merchants or other who participate in the Celebration of Lights activities.

In consideration of being permitted to participate in such activity the participant does hereby release and forever discharge the City of Tallahassee, its Officers, Officials, Employees and Agents, jointly and severally, from any and all actions, causes of action, claims and demands for, upon or by reason of any damage, loss or injury, which hereafter may be sustained by participants, merchants, spectators, or others in consequence of participating in the City of Tallahassee Celebration of Lights activities. This waiver and release expressly includes any action, cause of action, claim or demand based upon any act, omission or negligence by the City of Tallahassee, its Officers, Officials, Employees or Agents.

This release extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected injuries, damages, loss and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages which are unknown or unsuspected to the person executing such release at the time of such execution, are hereby expressly waived.

I hereby agree on behalf of my heirs, executors, administrators and assigns, to indemnify the City of Tallahassee, its Officers, Officials, Employees and Agents, and all members and officials of the Celebration of Lights Committee, jointly and severally, and to hold the same harmless from and against any and all actions, claims, demands and liabilities, loss, damages and expense of whatever kind or nature, including attorney fees, which may at any time be incurred by them or claimed against them by reason my participation in the Celebration of Lights. This hold harmless and indemnity provision expressly includes any action, cause of action, claim or demand based upon any omission or negligence by the City of Tallahassee, it Officers, Officials, Employees or Agents.

Please print or type:

SCHOOL/ORGANIZATION: _____

Signature, Art Instructor/Authorized Representative

Date

Printed Name, Art Instructor/Authorized Representative

Phone

PARENTAL CONSENT AND RELEASE FORM

I, _____ (name of parent or legal guardian) certify that I am the parent or legal guardian of _____ (child's name). I hereby give my full permission to exhibit, use and publish my child's artwork in printed or electronic media and to publish the name and photographs or video of my child for promotional activities without compensation. I also agree that my child may participate in media events or other Winter Festival activities. I understand that any of my child's personal identifiable information such as my child's address or phone number will not be used for any promotional or publicity purposes and will not be given to any third parties.

I certify that I have discussed this Consent and Release Form with my child and he/she understands and agrees to the terms.

Signature, Parent or Legal Guardian _____
Date

Print, Parent or Legal Guardian

Child's Name _____
Date

Address

City **State** **Zip**

Phone **Email**