

WREATH, TABLETOP TREE, HOLIDAY DÉCOR INTAKE FORM 2025

Please complete all the information below:

- **Sponsor Name(s):** _____

- **Designer Name(s):** _____

- **Contact Cell Phone:** _____
- **Email Address:** _____
- **Mailing Address:**
Street: _____
City: _____ State: _____ Zip: _____

Item Details

- **Category (select one):**
 - ☐ Wreath
 - ☐ Tabletop Tree
 - ☐ Holiday Décor
- **Fair Market Value (FMV):** \$ _____
Note: FMV reflects only the **retail value** of goods donated (ie: The cost of materials to produce the item) and does not include labor or perceived value.
- **Design Classification (select one):**
 - ☐ Professional
 - ☐ Amateur
 - ☐ High School
 - ☐ Middle/Junior High School
 - ☐ Elementary School
- **Does it light up:**
 - ☐ Yes
 - ☐ No
- **Additional Items (Example: Gift Certificates)** _____

- **Additional Comments** _____

- **Is this your first time donating a wreath, tabletop tree or holiday décor to the Festival of Trees?**
 - ☐ Yes
 - ☐ No, I am a previous donor

THANK YOU FOR YOUR DONATION!