



**Children's Museum
Festival of Trees & Holiday Gala
Sponsor/Donor Form
Friday, November 21st, 2008**

FESTIVAL CATEGORIES:

- 1.) *Large Trees* - 6 ft to 10 ft tall, artificial, with holiday theme
- 2.) *Small Trees* - 3 ft to 5 ft tall, artificial, with holiday theme
- 3.) *Holiday Wreaths* - 16", artificial, with holiday theme
- 4.) *Holiday Centerpieces* - artificial, with holiday theme
- 5.) *Gift Baskets* - with goodies & certificates, with holiday theme

WE'VE CHOSEN THE FOLLOWING TREE SPONSOR CATEGORY (please check):

- 1.) **\$5,000** donation – sponsors receive eight (8) tickets to VIP reception & gala, company name on gala signage/print materials/website/program book, and a 7 1/2 foot tree to decorate in theme of choice
- 2.) **\$2,500** donation - sponsors receive six (6) tickets to VIP reception & gala, company name on print materials/website/program book, and a 7 1/2 foot tree to decorate in theme of their choice
- 3.) **\$1,000** donation - sponsors receive four (4) tickets to VIP reception & gala, company name on website & in program book, and a 7 1/2 foot tree to decorate in theme of their choice
- 4.) **\$500** donation - sponsors receive three (3) tickets to VIP reception & gala, company name on website & in program book, and a 3 foot tree to decorate in theme of their choice
- 5.) **\$300** donation - sponsors receive two (2) tickets to VIP reception & gala, company name on website & in program book.

Method of Payment: ___ check enclosed (*made out to The Children's Museum Gala/Festival*)
 ___ bill us (*we will pay by check or credit card by November 1st*)

WE'VE CHOSEN FOLLOWING GIFT BASKET, CENTERPIECE, WREATH CATEGORY:

- 6.) **\$100.-\$200.** value - sponsors receive one (1) ticket to VIP reception & gala, company name on web & in program, they donate holiday wreath, centerpiece, or gift basket goodies/certificates (*check item*)
- 7.) **\$50.-\$99.** value - sponsors receive company name on website & in program book, they donate a holiday gift basket of holiday goodies & gift certificates.

All items will be part of the Silent Auction. Retail price will be set by donor. Bidding will start at 50% off. All items donated will become the property of the museum. Items will remain in the museum for a week for visitor viewing and will then be delivered by committee or picked up by purchaser.

Company Name*: _____

* *Please list company or personal name as you would like it to appear in printed materials and on website.*

Contact Name: _____ **Title:** _____

Address: (street, city, state, zip) _____

Tel. _____ **Fax:** _____ **Email:** _____

Pickup/Delivery: How will CM acquire this donation of goods or services? (please check one)

- Donor will mail or deliver the item(s) to CM on or before November 13th
- Representatives from CM should pick up the item(s) on or before November 13th
- Representatives from donor will bring to the museum to decorate on November 20th

Signature: _____ **Date:** _____

Please keep a copy for your records. The copy will serve as the receipt for your donation.

Mail to: The Children's Museum, ATT: Festival of Trees/Gala, 311 Main Street, Utica, NY 13501
or Fax to: 853-4636 **or Email to:** info@museum4kids.net