



**The Children's Museum**  
**Holiday Gala/Festival Trees**  
 311 Main St., Utica, NY 13501  
 T: 315-724-6129/F: 724-6120  
 marlenebrown@roadrunner.com  
 Web: [www.museum4kids.net](http://www.museum4kids.net)

**FESTIVAL CATEGORIES:**

- 1.) **Large Trees** - 6 ft to 7 ft tall, artificial, with theme of choice
- 2.) **Small Trees** - 3 ft to 5 ft tall, artificial, with theme of choice
- 3.) **Holiday Wreaths** – 14” to 16”, artificial, with theme of choice
- 4.) **Holiday Centerpieces** – artificial, with theme of sponsor choice
- 5.) **Gift Baskets** - with goodies & certificates, with theme of choice

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

- 1.) **\$5,000** donation – sponsors receive twelve (12) tickets to VIP reception & gala, 12 tickets to the Family Festival, company name & full page ad in our program, name on all our promo pieces, on special gala signage, on our website with a live link to their companies website, and a 6-7 foot tree to decorate in their theme choice
- 2.) **\$2,500** donation - sponsors receive ten (10) tickets to VIP reception/gala & family festival, company name & full pg ad in our program, name on promos & web w/live link & 6-7 ft tree to decorate in theme choice
- 3.) **\$1,000** donation - sponsors receive eight (8) tickets to VIP reception/gala & family festival, company ad & three quarter pg ad in our program, name on our web w/live link, & 5-6 foot tree to decorate in theme choice
- 4.) **\$500** donation - sponsors receive six (6) tickets to VIP reception/gala & family festival, half page ad in our program booklet & name on our website, and a 3-4 foot tree to decorate in theme of their choice
- 5.) **\$300** donation - sponsors receive four (4) tickets to VIP reception & gala, and to our Family Festival, company name on our website & in our holiday program booklet and designer wreath in your name.

**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 1<sup>st</sup>*)

**WE'VE CHOSEN FOLLOWING GIFT BASKET, CENTERPIECE, WREATH CATEGORY(pls ck):**

- 6.) **\$200.-\$300.** value - sponsors receive four (4) tickets to VIP reception/gala & to our Family Festival, company name on web & in program, they donate wreath, centerpiece, gift basket goodies/cert (*ck item*)
- 7.) **\$100.-\$195.** value - sponsors receive two (2) tickets to VIP reception & gala, company name on web & in program, they donate wreath, centerpiece, or gift basket goodies/certificates (*check item*)

All items will be part of the Silent Auction and become museum property. Retail price will be set by donor. Bidding will start at 50% off. Items not sold will remain in the museum for visitor viewing and purchase.

**Company Name\*:** \_\_\_\_\_

*\* Please list company or personal name as you would like it to appear in printed materials and on the 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 deliver the item(s) to the museum, CM, on or before November 1st
- Representatives from CM should pick up the item(s) on or before November 1st
- Representatives from donor will bring to the museum to decorate on Thursday, November 20<sup>th</sup>

**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: marlenebrown@roadrunner.com**

**Board of Directors:** Michael Pilawa, John Stephenson, Matt Chmielewski, John Nogas, Dr. Joanne Palumbo-Mozloom, Ed Waszkiewicz, Brad Zacek, Franca Armstrong, Sabina Bajic, and CPA Vin Gilroy Jr.