

Name of Event: Santa's City Lights

Date: Friday, December 9th

Time: 5:30-8:30 PM (Tree lighting at 5:30pm)

Location: Memorial Park, downtown Stuart

Early Bird Registration Fee & Deadline: \$125 by Wednesday, November 23rd

Registration Fee: \$150 November 24-28th (28th is last day to send logo to Flamingo Signs)

Registration includes one sign with name, logo, etc.

Sign Description: beautiful 24"x18" 1-sided sign in color to display by tree.

IMPORTANT – MEMBER MUST SEND LOGO GRAPHIC TO

Steve.Claus@gardnersigns.com NO LATER THAN **MONDAY, NOVEMBER 28TH !**

Email Subject line should read: Santa's City Lights

Tree Display Logistics: Members are welcome to create a theme for their tree. They can also display their promotional materials.

- The city designates tree locations and provides power.
- **Tree set-up time is day of event, Dec. 9th from 10 AM – 3 PM.** The city will have sandbags set up near the power receptacles to better secure your tree and indicate where it should go. Volunteers will be available to assist.
- City of Stuart requests trees be on display up through Dec. 28th. Please check on your tree periodically to make sure everything is intact (i.e. tilting, ornaments on ground due to weather, etc.) Remember your company sign is next to your tree and reflects your business.
- Real trees **will be collected by the city on Dec. 29th** and recycled. If it's artificial, you will need to retrieve it. The same applies if you want to save the lights.
- Be advised to retrieve any special ornaments.

Tree Display Rules:

1. Tree should be minimum 5-8 feet in height (live or artificial)
2. Tree should be secured for weather (sandbags are onsite)
3. Tree lights are required. Decorations are optional.
4. Please bring a 25 foot extension cord to power your lights.
5. Creativity/themes welcome – keep in mind this is a family event
6. No alcohol permitted
7. No banners permitted
8. No political themes permitted
9. NO STAKES PERMITTED – UNDERGROUND UTILITIES IN PLACE

Tree displays are only open to MCRTC Realtor & Affiliate members.

MCRTC Reserves the right to reject displays deemed inappropriate for a family event.