

TREC CHRISTMAS IN THE PARK APPLICATION AND GUIDELINES



APPLICATION DEADLINE & REQUIREMENTS

Applications are accepted beginning July 15th through November 1st (or until all spots are filled). All applications are on a first come basis, with a limited number of available TREC Christmas trees for decorating and sites for display scenes.

DISPLAY PERIOD AND PLACE

December 1st through December 31st inside of Peltier Park @ 151 Peltier Park Drive, Thibodaux, La.

PARTICIPATION COST AND OPTIONS

Decorate a TREC Tree - A Christmas tree is provided by the City to schools, churches, youth groups and nonprofit organizations free of charge. You provide the decorations. A 'Decorated By' sign will be placed in front of your tree. Tree must be decorated by November 30th.

Decorate / Display a Scene - Reserve a Site for \$75 - Sites are approximately 20 ft. x 20 ft. An electrical outlet will be provided at each site. You provide all decorations necessary to display a scene and up to 2 electrical cords to connect to the parks outlet or power source. A 'Decorated By' sign will be placed in front of your scene. Displays must be decorated and completed by November 30th.

Sponsorship - \$100 and Up - Sponsor logo &/or names will be advertised on banners along the display route. Sponsorship monies will help cover cost for decorations, trees, lights, etc. provided by the City of Thibodaux. If applicable, submit business logo.

All checks are to be made payable to City of Thibodaux and reference "Christmas in the Park" on the check. Cash and credit card payments are also accepted forms of payment.

DECORATION / DISPLAY INFORMATION

Themes must be provided on applications and be family oriented.

You are responsible for keeping your tree &/or display in a presentable fashion and working order for viewing during the display period. The Parks & Recreation staff will contact if you if your decorations / display will need to be addressed.

LED lights must be used.

Tag all extension cords and timers with labels &/or tape with name.

Homemade and commercial grade decorations are welcome.

Inflatable characters are acceptable, but keep in mind you will need to monitor them regularly as the slightest rain and wind will knock and tip them over.

You are responsible to pick up all your decorations / displays the week after December 31st.

The City of Thibodaux is not responsible for replacing decorations that are stolen, damaged or destroyed due to age, vandalism or any acts of nature.

SIGNS

'Decorated By' signs with individual, business or organization names will be provided by the City and set up at each display. Sponsor Banners will also be provided by the City and placed along the display route. No other business or advertising signs are allowed.

EXTRA ACTIVITIES - VOLUNTEERS

Anyone interested in volunteering their time &/or talents before or during event times by providing &/or handing out treats, caroling, performing (community &/or school bands, choirs, dance teams or acting groups, etc.) please call the office to be added to the calendar. An activity calendar will be posted on the City of Thibodaux's Facebook page and website.

CONTACT & QUESTIONS

For any questions or more information, please contact April Courteaux @ (985) 446-7235 or acourteaux@ci.thibodaux.la.us or Donna Thibodaux @ (985) 493-8757 or dthibodaux@ci.thibodaux.la.us with Parks & Recreation.

City of Thibodaux Parks and Recreation: Christmas In The Park

COMPANY / ORGANIZATION NAME (AS IT WILL APPEAR ON SIGN):

CONTACT PERSON:

MAILING ADDRESS:

CITY:

STATE:

ZIP:

EMAIL:

CONTACT NUMBER(S):

PLEASE CHECK ALL THAT APPLIES:

_____ Please check to reserve a TREC tree to decorate on the TREC TREE TRAIL
Please provide theme: _____

_____ Decorate an area (approximately 20ft x 20ft - sizes may vary based on
decorating needs, electrical outlet will be accessible) - rental fee \$75
Please provide theme: _____

SPONSORS - Helps cover costs for lights, decorations and displays provided by the City of
Thibodaux

___\$100 ___\$150 ___\$200 ___Other Amount

*If applicable, submit business logo to dthibodaux@ci.thibodaux.la.us

ACKNOWLEDGMENT

I have read or have someone read to me the TREC Christmas in the Park application and guideline packet. I acknowledge and understand the requirements and I am fully aware that I am responsible in keeping my tree or presentation presentable and in working order throughout the display period. I am also fully aware that the City of Thibodaux is not responsible for replacing decorations that are stolen, damaged or destroyed due to age, vandalism and/or any acts of nature.

PRINT NAME _____

DATE _____

SIGNATURE _____

OFFICE USE ONLY:

DATE RECEIVED: _____ () CASH () CHECK# _____ () CREDIT CARD

AMOUNT PAID: _____ INCODE RECEIPT # _____