After Last year’s successful Festival which saw over 1,000 people visiting we invite you to join us again this year. There is no cost to enter but if you are a business and would like to place an advert in the programme (cost£30), please indicate on the form at the bottom of this letter.

If you wish to decorate a tree for the Christmas Tree Festival please fill in the form at the bottom of this letter.

**Things to remember**

* The tree is to be supplied by the exhibitor, fresh or artificial,can be of any colour and up to 6 feet tall. If the tree is less than 6 feet tall it can be displayed on a small table which must be supplied by the exhibitor. The overall height must not exceed 6 feet including the table.
* If you want to put lights on your tree you can used LED lights only.
* The trees are to be set up on Friday 29 November between 10am and 5pm. If this is a problem please contact the organisers. (tel: 01787 473138)
* Trees should be removed by the exhibitor on Monday 2 December.

Visitors to the festival will be given the opportunity to vote for their favourite tree. A programme will be available on entry which will include a voting slip. A trophy for the one with the most votes will be presented on Sunday 8 December at the Christingle Service in church.

There is no cost to enter but if you are a commercial enterprise a donation to the Friends of St Andrew’s would be appreciated – we suggest a minimum of £30. You can include this with this booking form, cheques made payable to ‘The League of Friends of St Andrew’s Church, Halstead’. If, after booking a place, the exhibitor cannot decorate their tree they must contact the organisers. Applications to decorate a tree must be made by Friday 15 November.

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**Christmas Tree Festival Booking Form 2019**

I would like to decorate a tree in the Christmas Tree Festival:

Name...................................................................................................................

Group/school etc (if representing one)......................................................................

Contact address.....................................................................................................

...........................................................................................................................

Tel No...................................................................................................................

Email....................................................................................................................

We would like to have an advertisement in the programme and enclose a cheque for £30. Cheques made payable ‘The League of Friends of St Andrew’s Church, Halstead’.

(Please cross out if not applicable.)

**Please return to 5 Pretoria Road, Halstead, CO9 2EG**

**by 15 November at the latest, thank you**