

Designing your Gingerbread Structure

Design: Your creation is limited only by the extent of your imagination, by size restrictions and by stability for display and moving. A source of electricity will be available if needed to use lights/power in your design. **PLEASE DO NOT INCLUDE ANYTHING WITH YOUR DISPLAY THAT YOU DO NOT WANT INCLUDED IN THE SALE.**

Size: The maximum base should be 23" x 23"; the recommended height is 30". A display board must be used underneath your structure making it safe to transport and move several times. The display "board" must be $\frac{3}{4}$ " or greater of Styrofoam or some type of sturdy wood board covered with aluminum foil.

Ingredients: At least 95% of the structure and its decorations must be edible for the All Gingerbread Category. At least 50% edible for Mixed Gingerbread; non-edible portions must be identified on an accompanying sheet of paper.

Note: There is no humidity control available at the Exhibit Hall. The structures are auctioned during the Auction Evening and taken home by the bid winner. Please keep these factors in mind when designing your entry. All structures are wrapped with plastic wrap for pick-up; therefore, please ensure that icing does not exceed the size of the base.

General Information:

All gingerbread houses must be delivered on Wednesday prior to the event between 9am and 7pm to GC Fairgrounds Exhibit Building. All gingerbread structures become the property of the Festival of Trees. They will be auctioned during the festival and all proceeds will benefit the Dove Center.

I/we the designer(s) have read and agree to comply with all conditions and regulations as set out and outlined in the Designer Policies & Procedures.

I/we the designer(s) understand that all decorations must comply with fire, building and health codes.

I/we the designer(s) understand that entries will be accepted at the discretion of the Festival who reserves the right to refuse the acceptance of any entry if it is deemed to be inadequate or not suitable. Such discretion is the sole and exclusive right of the Festival.

I/we the designer(s) understand that all items designed/decorated become the property of the Festival of Trees and will be available for auction during the Festival or Auction Evening.

I/we the designer(s) understand that my entry may be photographed for publicity purposes and that such photo along with credits become the property of the Festival.

I/we the designer(s) understand that the purchaser information and selling price of any item is kept strictly confidential by the Festival.

~ Designer Agreement, Gingerbread ~

To be included in the printed Festival program, your completed agreement must be received before the deadline. Agreements received after **October 31 st** will still be accepted -- however, the entry and designer information may not be in time to be included in the Festival Program.

Please fill in this form carefully and completely. This form is used for the allocation of space at the Festival of Trees along with signage and Festival Program information.

Contact Information

Sponsor Name: _____

(check one) For Business: ___ Organization ___ Individual: ___

Designer Information (If Different from Sponsor)

Name(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Work: _____ Home: _____ Cell: _____

Email: _____ Fax: _____

TITLE OF ENTRY: _____

To enhance the description of your entry, please take this opportunity to briefly tell us something about the inspiration and details of your entry.

_____ 95% Gingerbread Structure _____ 50% Edible Gingerbread Structure

_____ Professional Category (have received formal training) _____ Non-Professional Category

1. Donation & Sponsorship

TOTAL DONATION

All costs associated with the entry are absorbed by the designer and/or sponsor. Please provide us with an estimated retail value of your entry based on cost of materials: \$ _____. If no amount is assigned, the Festival will arbitrarily allocate an amount based on comparable entries for auction and valuation purposes.

2. Getting Entry to Festival Location

I/we the designer(s) agree to be responsible for either: (please check one)

_____ Delivery of completed entry to the Fairgrounds Exhibit Hall no later than 6:00 pm in time for the 7:00pm judging.

OR _____ Decorating the entry on site at the Fairgrounds Exhibit Hall between 9:00am and 7:00pm on Wednesday before Thanksgiving day.

NOTE: The Festival of Trees is NOT responsible for delivery of exhibits or decorated items to the event site.

I/We have read and agree to comply with all conditions and regulations as described in this Agreement and understand that:

- All decorations must comply with fire, building and health codes
- Entries will be accepted at the discretion of the Festival who reserves the right to refuse any entry if it is deemed to be inadequate or unsuitable. Such discretion is the sole and exclusive right of the Festival
- All items designed/decorated become the property of the Festival of Trees and that they will be available for auction
- This entry (and you) may be photographed for publicity purposes
- The purchaser information and selling price of any item is kept strictly confidential by the Festival

Signature: _____ Date: _____

We want to be sure your entry is listed in the Visitor Program, so please return this no later than October 31st!

FOT Designer Entry
PO Box 402
Oakland, MD 21550