

# St Chad's Christmas Tree Festival 2018

St Chad's Christmas Tree Festival sub-committee members;-



Chair: Tina Richards, Organising Secretary Adrian Richards,  
Bicton House, Bicton, Shrewsbury. SY3 89EQ , 01743/850054, e.mail  
[ahrr@bictonhouse.co.uk](mailto:ahrr@bictonhouse.co.uk), Simon Badrock (Church Warden) e.mail [sabadrock@gmail.com](mailto:sabadrock@gmail.com) ,  
Joanna Hepper (Church Warden) e.mail joanna.hepper @openreach.com

**Application to sponsor a Christmas Tree - Display from Friday 14<sup>th</sup> December 2018 to Friday 4<sup>th</sup> January 2019.** *Please return in first instance completed form to Tina & Adrian Richards; see note 5. below.*

Name of Sponsor Organisation:
If this is not the name to be displayed next to your Christmas Tree please give title you wish to have displayed
Contact: name, telephone number & e.mail
Organisation contact: name, address, telephone number & e.mail
Please indicate the size of tree. Suggested minimum donation for medium cut tree £45 Medium cut trees @ £45 _____  For prices of larger sizes (12, 15, & 18 feet) please contact us _____ see note 5.

**1. The Trees will remain on display until** they are taken down on **Friday 4<sup>th</sup> January 2019** for Twelfth Night. (The Festival daily programme (not Sunday) runs Saturday 15<sup>th</sup> December to Saturday 22<sup>nd</sup> December 2018)

**2. Tree decorating times for Sponsors** are all day on Tuesday 11<sup>th</sup> December, and to 1-00pm on both Wednesday 12<sup>th</sup> and Thursday 13<sup>th</sup> December. If you need more than one electric power socket, **you must bring your own electric power adapter. Please read the Health and Safety requirements, Note 6. Overleaf, which we are obliged to make conditions of your sponsorship.**

**3. You will be very welcome to attend the 'Sponsors' Festival opening Reception' in St Chad's from 6-30pm to 8-00 on Friday 14<sup>th</sup> December. Please let us know if you wish to attend.**

**4. We prefer that you pay by bank electronic transfer to Sort code: 30-97-62 (Lloyds Bank) Account number: 27056068 (PCC St Chad's - Campaign). Reference: XTREE2018. If you have to pay by cheque, please make your cheque out to 'St Chad's PCC' and send it to Tina & Adrian Richards, Bicton House, Bicton, Shrewsbury. SY3 8EQ. Please advise, preferably by e.mail, (see top of page) that you have paid.**

**5. For extra information please contact Tina or Adrian Richards 01743/850054, at the address above, Note 4. e'mail [ahrr@bictonhouse.co.uk](mailto:ahrr@bictonhouse.co.uk) , Bicton House, Bicton, Shrewsbury. SY3 8EQ ; OR any other Committee member.**

Continued overleaf.

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## Application to sponsor a Christmas Tree – continued

### 6. Christmas Tree Health and safety requirements.

Only L.E.D. Christmas lights, which must have a Certificate of Conformity attached or be marked with the Conformity icon, will be accepted. One socket per Sponsor will be provided; if more than one light set is to be used on your tree, you must provide your own 'Conforming' adapter. Each tree's lights and adapter will be inspected by St Chad's electrical engineer and items not conforming will be disconnected.

It is recommended that you bring your own set of lightweight steps to decorate your tree; there is one St Chad's higher reach set of steps, which can be identified by its SCAF tag and instructions for use, which may be used, but at the risk of the user and the Sponsor, who must draw the attention of the Sponsor's employee or volunteer to this requirement and the risks that can arise from using step ladders. The St Chad's step ladder, identified above, must not be used by Sponsors their employees or volunteers in the gallery under any circumstances. St Chad's does not and will not take responsibility for any Sponsor, Sponsor's employee or volunteer who uses, with or without permission, any steps or ladder other than the St Chad's step ladder identified above, which may be used but only at the user's and Sponsor's risk .(V27-10-2018.19-22)