

Shangri La Botanical Gardens and Nature Center

2018 Community Decorate-a-Tree Event

Again this year, Christmas Strolls at Shangri La Gardens will delight the residents of Southeast Texas and the region with colorful holiday displays throughout Shangri La Gardens during the evenings of December 8; December 12, 13, 14, and 15, 2018; and December 19, 20, 21, and 22, 2018.

The Community Decorate-a-Tree Event (“Event”) represents a special opportunity for the greater community to come together and contribute to the enhancement of the festive holiday setting in the gardens by decorating designated Christmas trees. Furthermore, through donations of non-perishable food items, Shangri La Gardens’ Christmas Strolls will once again assist Orange Christian Services in supporting needy families throughout the Greater Orange area.

General Rules for Decorating

1. Either individuals or groups are invited to decorate Christmas trees. Examples of participants include but are not limited to youth groups, adult groups, civic organizations, school groups, school classes, church groups, businesses, and/or families.

The Event is limited to one entry per person or group. There is no entry fee. The submission of a completed Official Entry Form is required. Incomplete or illegible forms will not be accepted.

2. Christmas decorations should be created using recycled materials wherever possible. This is not required but strongly suggested.

3. Decorations must be designed for outdoor display and constructed to withstand all weather conditions. If fresh produce is used, participants should replace the produce as necessary.

4. Shangri La Gardens will provide a live tree that is approximately six (6) feet tall, as well as five (5) strands of white LED lights and a stand for the tree.

5. Decorations must hang on the tree, not sit or be placed alongside the tree or be held up by any means other than the tree itself.

6. When considering your decorations, please remember this is an event for children of all ages. Decorations may be funny, quirky, etc., but must be in good taste. The use of unusual recycled decorations is encouraged but these items should also be in good taste. Shangri La Gardens reserves the right to reject or remove any entry that fails to meet these standards or that is otherwise unacceptable or inappropriate as Shangri La Gardens staff may determine in their sole discretion.

7. Each participant may provide a sign not larger than 18” x 18” next to the tree in order to identify the name of the individual, group, organization or business that decorated the tree. With the exception of the identity of the person or group participating in the Event, no other information or messaging may appear on the participant’s identification sign.

Participant’s Initials _____

8. Participants must maintain their respective Christmas tree from the time of installation through the end of the Christmas Strolls, a period of about three weeks.

Shangri La Gardens staff and/or volunteers may, from time to time, make repairs, replacements and/or adjustments on a Christmas tree if the nature of the adjustment is apparent and the scope is limited, as they determine in their discretion; provided, however, participants remain ultimately responsible for ensuring that their respective Christmas tree remains intact, in presentable condition and in the position/placement as originally installed. Any entry deemed to be in poor condition may be removed by Shangri La Gardens staff.

9. Shangri La Gardens is not responsible for any damage or loss to any decorations at any time before, during, or after the Event.

10. The names, likenesses and images of participants and/or images of decorated trees, decorations and related aspects of the “Community Decorate-a-Tree” Event may be posted on Shangri La Gardens’s website, Facebook page or other forms of media, and such images may be used in publicity or promotional communications or materials concerning Shangri La Gardens or the Stark Cultural Venues.

11. Trees will be available for decoration from 9:00 a.m. to 4:00 p.m. on the following dates: Saturday, December 1, 2018; Monday, December 3, 2018; Tuesday, December 4, 2018; and Wednesday, December 5, 2018.

12. In order to obtain approval for participation, participants must complete and submit an Official Entry Form by fax, mail, or email that is received by Shangri La Gardens no later than Monday, December 3, 2018, at 5:00 p.m.

All Christmas trees will be located in the Great Lawn area of Shangri La Gardens. Prior to installation, participants should check-in at the registration desk to receive a randomly selected location for their Christmas tree. A limited number of carts will be available to carry decorations to the area where the trees will be set up.

13. Participants agree to display and maintain their Christmas tree displays through Saturday, December 22, 2018.

14. Since Shangri La Gardens is closed from December 23, 2018 through January 1, 2019, removal of all decorations will begin on Wednesday, January 2, 2019, and continue through Friday, January 4, 2019, between 9:00 a.m. and 4:00 p.m. Participants are responsible for removing their decorations; provided, however, that any decorations that are not removed by Friday, January 4, 2019, may be removed and/or disposed of by Shangri La Gardens.

15. Shangri La Gardens will be responsible for all trees at the conclusion of the Event after decorations have been removed.

Please initial the bottom of each page of the General Rules for Decorating to indicate you have read the rules, understand the rules and agree to abide by the rules as set forth above.

Participant’s Initials _____

OFFICIAL ENTRY FORM

2018 Community Decorate-a-Tree Event

*PLEASE NOTE: All Entry Forms Must Be Received at Shangri La Gardens by
Monday, December 3, 2018, at 5:00 p.m.*

Name of Individual or Group: _____

Designated Representative for Group (must be an adult): _____

Address: _____

Email Address: _____

Phone Number: _____

If entered by a business, name of business: _____

By signing this Official Entry Form, I, the undersigned, request that Shangri La Botanical Gardens and Nature Center ("Shangri La Gardens") accept the Community Decorate-a-Tree Event ("Event") entry submitted by me. I acknowledge and agree that I am the owner of the decorations for the entry for the Event and/or the designated representative of the participant group named above, with the authority to act as its agent and bind the named participant in all matters pertaining to the participant's Event entry.

I have read, understood and agree that I and any business, school, organization, individual, family or church represented by me will abide by all of the rules of the Event as separately outlined and attached. I understand and agree that Shangri La Gardens and/or Stark Cultural Venues may use photographs, video, film or other images of or relating to the named participant's Christmas tree entry, including entry information, for publicity, promotional, educational, and documentary or other purposes related to the Event. I waive all rights to compensation for such images.

FOR MYSELF AND ALL PERSONS AND GROUPS WHOM I REPRESENT IN SIGNING THIS AGREEMENT, I RELEASE AND DISCHARGE SHANGRI LA GARDENS, ITS EMPLOYEES AND REPRESENTATIVES, AND THE NELDA C. AND H.J. LUTCHER STARK FOUNDATION, ITS OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS (collectively "RELEASED PARTIES") FROM ANY AND ALL LIABILITY FOR LOSS OR DAMAGES THAT MAY BE SUSTAINED DUE TO OR ARISING FROM PARTICIPATION IN ANY ASPECT OF THE EVENT AND, FURTHER, AGREE TO INDEMNIFY AND DEFEND RELEASED PARTIES FROM AND AGAINST ANY AND ALL SUITS OR OTHER CLAIMS OF LOSSES, HARMS, INJURIES, OR DAMAGE ARISING FROM OR IN CONNECTION WITH THE PARTICIPATION BY ME OR MY GROUP IN THE EVENT WHICH ARE MADE BY ANY PERSON, GROUP, ORGANIZATION, OR ENTITY AS A RESULT OF THE PARTICIPATION BY ME OR MY GROUP IN THE EVENT, INCLUDING SUITS OR OTHER CLAIMS BASED IN WHOLE OR IN PART ON ALLEGED NEGLIGENCE OF RELEASED PARTIES.

Date: _____

Individual/Authorized Representative's Signature

Return completed Official Entry Form and initialed General Rules for Decorating* pages to:
**Shangri La Gardens, Attn: Community Decorate-a-Tree Event,
P.O. Box 1044, Orange, TX 77631-1044**

Phone: (409) 670-9113 • Fax: (409) 670-9341 • Email: info@shangrilagardens.org

*Signed and/or initialed Entry/Rules Forms, faxed or emailed, will be deemed originals by Shangri La Gardens.