



9th Annual EVV's Festival of Trees
2026 TREE DECORATING CONTEST



501(c)(3) Organization Name: _____

Group Contact Name: _____

Email: _____ Phone: _____

Agency's Local Facebook Page (Required for contest tagging; Example: EVV's is EVVairport <https://www.facebook.com/EVVairport>): _____

Agency's website: _____ Additional Info: _____

When decorating your tree, please follow these guidelines:

1. EVV will provide one 9 ft., LED pre-lit artificial tree for decorating, that will already be set up and ready to fluff, shape and decorate. EVV will also provide an EVV blue tree skirt and a branded sign to hang on the tree in a prescribed spot, labeling each tree and participating agency. EVV will assign respective trees to each of the 15 registrants and/or make them available on a first come, first reserved basis. Trees remain property of EVV at the conclusion of the contest.
2. Get creative! Come up with a theme for your tree and have fun with it! Repeat agencies must change theme every two years (annually is preferred to keep décor fresh and contest engaging).
3. Displays must be durable and of a quality that will last for the duration of the event.
4. Each tree must have a tree topper.
5. Wrapped boxes/gifts are not allowed underneath trees due to TSA rules and regulations; if you desire to place decorative items underneath your tree, please email lfella@flyevv.com for consideration and/or approval.
6. Please bring your own materials, supplies and equipment (i.e. ladder, stepladder) to decorate your tree.
7. The previous year's First Place Winner is asked to wait one year to re-apply/participate.
8. Trees must be decorated between 7a-12p CST, on Saturday, Nov. 21, 2026. No exceptions.
9. Pictures will be taken immediately following decorating on Nov. 21 starting at noon. If you choose to take and provide your own photo (full length image of tree), you must email lfella@flyevv.com and text 812.629.8375 before you leave the airport and ahead of 12p on Nov. 21. Please follow up with Leslie to confirm receipt and usability of the image. Images will be accepted and used at the airport's discretion.
10. Please clean up your space after decorating.
11. EVV is not responsible for lost, stolen or damaged items.
12. All decorations will remain on the trees through Jan. 6, 2027, and must be removed by the organizations between Jan. 7-10, 2027. EVV Staff will take trees down on Jan. 11; EVV cannot remove or store decorations.

Please complete, scan and email this form (or type out the requested info and email) and your organization's full color, high resolution logo to lfella@flyevv.com.

You will receive an email confirmation within 72 hours regarding application status.

Please contact Leslie at 812.629.8375, or by email lfella@flyevv.com if you have any questions.

THANK YOU!