

**Belleville Area Museum & Historical Society**  
*Serving the Tri-communities of Belleville, Sumpter and Van Buren*  
405 Main Street • Belleville, MI 48111  
734-697-1944/kdallos@provide.net

## 21th Annual Festival of Holiday Trees

### November 22 – December 21, 2016

The Belleville Area Museum (BAM) is preparing for our Festival of Holiday Trees when community organizations, individuals, and businesses display decorated trees or wreaths at the museum. We are hoping that you will take part in this event that has become a focal point of the tri-community's holiday celebration. Not only does this program beautify the museum during the Holidays, it also serves as an excellent advertisement for businesses. This year the festival will run from Tuesday, November 22 through Wednesday, December 21.

### Guidelines

Each entry should have a cultural or historical holiday theme or one that is representative of your organization. Past themes have included an old-fashioned Christmas, Santa's, gingerbread men, peppermints, patriotic - red, white & blue, etc. The possibilities are endless!

Entries can be submitted in one of three categories:

- > A floor-size artificial tree
- > A tabletop artificial tree (maximum 3 feet)
- An artificial wreath (please have a sturdy wire attached for hanging)

We ask that all trees and wreaths have **LIGHTS**, since this adds to the beauty of the display. **Please bring your own long extension cord(s) labeled with your name.**

**Please supply your own artificial tree, a tree stand, lights, decorations, tree skirt, and a decorative sign that displays the name of your organization.** (A sign is great publicity for your business or organization, as hundreds of visitors tour the tree festival every year.)

Our previous experience has shown that open exhibits, such as these, are usually safe. However, the museum cannot guarantee absolute security and cannot be responsible in case of loss or damage. Rare antique ornaments are not encouraged. Waivers will be required.

In addition to displaying a tree, we also offer the option of donating a fully decorated tree for auction. ***The Silent Tree Auction*** has proven to be an excellent way to raise money for museum sponsored programs and events. This year's Auction will run from November 22 - December 14. Trees will be available for pick up beginning that day at 7pm. ***If interested in participating in the Silent Auction, please contact the museum at 734-697-1944 or via Email at [kdallos@provide.net](mailto:kdallos@provide.net).***

# Decorating Schedule

We will decorate trees November 3-5, 9-12. Each group will be responsible for setting up and taking down its own tree. Museum staff will hang all wreaths.

|                       |                                  |
|-----------------------|----------------------------------|
| Thursday, November 3  | 12:00pm - 4:00pm                 |
| Friday, November 4    | 3:00pm – 7:00pm (evening hours)  |
| Saturday, November 5  | 12:00pm – 4:00pm                 |
| Wednesday, November 9 | 3:00pm - 7:00 pm (evening hours) |
| Thursday, November 10 | 12:00pm - 4:00 pm                |
| Friday, November 11   | 3:00pm – 7:00pm (evening hours)  |
| Saturday, November 12 | 12:00pm - 4:00pm                 |
| Tuesday, November 15  | 3:00pm – 7:00 pm                 |

**Space is limited, and trees/wreaths will be placed at the museum's discretion. The museum reserves the right to move your tree if necessary.**

**(Undecorating will be Friday, January 6, through Saturday, Jan 14, 2017)**

## Entry Deadline

Applications must be received by *Tuesday, November 15, 2016*. Please fill out the enclosed entry form and mail (or email) as soon as possible, even if your theme has not yet been selected. If you have any questions, please contact the museum at 734-697-1944.

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**December 2-3**

**Belleville Area Chamber of Commerce**

**Parade Starts: 6:00p.m.**

## “Winterfest”

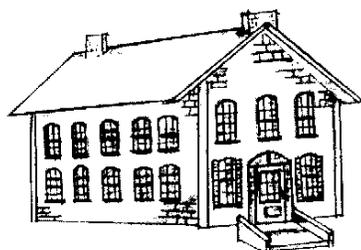
**Following the parade:**

**City Christmas Tree-Lighting Ceremonies**

**On the museum lawn**

**Belleville Area Museum**

**Children’s Christmas Ornament Workshops & Photos w/Santa!**



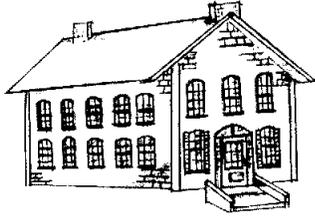
**Saturday, December 10**

**12:00p.m. 1:00p.m. 2:00p.m.**

**Saturday, December 17**

**12:00p.m. 1:00p.m. 2:00p.m.**

**Reservations strongly encouraged!**



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## ENTRY FORM

### Festival of Holiday Trees 2016

Name of Organization \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Entry (please check) Table Top Tree \_\_\_\_\_ Floor Size Tree \_\_\_\_\_ Wreath \_\_\_\_\_

Entry Title or Theme \_\_\_\_\_

Please complete and drop off, email, or mail-in by **November 15** to:  
Belleville Area Museum  
405 Main Street  
Belleville, MI 48111

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**Belleville Area Museum**  
**21th Annual Festival of Holiday Trees**  
**November 22 - December 21, 2016**

**Museum Hours:**

**Tuesday, Wednesday, and Friday: 3:00pm – 7:00pm**  
*(Open Late 3 days/week during Tree Festival!)*  
**Thursday and Saturday: Noon-4:00pm**

**Special Holiday Events @ The BAM!**  
**(Belleville Area Museum)**

**Tuesday, November 22, 7pm-9pm**

**Belle Noelle**

**(Bonfire and Lantern Stroll)**

**Silent Auction and Tree Festival Begins**

**Tuesday, November 22 - Tuesday, December 14**

**Silent Tree Auction**

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**Saturday, December 3**

**Winterfest Parade**

**Steps off at BHS at 6:00p.m.**

**Following the parade:**

**City Christmas Tree Lighting Ceremony**

**(On the museum lawn)**

**Saturday, December 10 Children's Christmas Ornament Workshop**

**12:00p.m., 1:15 p.m., 2:30p.m.**

**Saturday, December 17 Children's Christmas Ornament Workshops**

**12:00p.m., 1:15 p.m., 2:30p.m.**

**(Pre-registration is encouraged and requested for groups)**

**Free Pictures with Santa at The BAM:**

**Dec. 10, Noon – 4:00 p.m.**

**Dec. 17, Noon – 4:00 p.m.**

**Museum Closed December 22-31, and January 1-5.**