



2024 Festival of Trees



CHRISTUS Good Shepherd Foundation
Trees on Display and Silent Auction
Friday, November 22 through Thursday December 4
Bids are accepted online until 2 p.m. on December 4

Purpose of Festival of Trees:

- To bring the joy and magic of the holiday season to the main lobby of **CHRISTUS Good Shepherd Hospital - Longview** and give local businesses and individuals a way to give back to the community.
- To raise funds for CHRISTUS Good Shepherd Foundation projects, including the Nursing & Allied Health Scholarship Fund, Pediatric Rehab Equipment, and Pastoral Care. *100% of your donation stays right here in Longview!*

Procedure: Individuals or businesses purchase an **artificial** only (live trees are hard to maintain) 3–4-foot pre-lit Christmas tree, decorate the tree, name the tree, and deliver it to the **CHRISTUS Good Shepherd Hospital - Longview** lobby. Wreaths are also accepted. A silent auction will be conducted.

Tree decorations:

- Trees are to be festively decorated.
- Please ensure decorations are securely fastened to the tree for transportation.
- Do not use live decorations within the artificial tree.

Tree skirt: Include a skirt for the Christmas tree. This can be an actual tree skirt or get creative with tulle or fabric.

Tree Name: Choose a fun, whimsical or catchy name for your tree.

Turning in trees: Please contact a member of the Festival of Trees committee at Ashlyn.Regester@christushealth.org, Susan.Ward3@christushealth.org, or call (903) 315-5193 before bringing your tree so that we may meet you in the lobby with a cart to transport your tree.

Trees should be delivered to CHRISTUS Good Shepherd Hospital – Longview on November 20th between 9 a.m. – 2 p.m.

Recognition: Each tree is assigned a number and is identified with the contributor's personal name, department or business and the name of the tree given by the decorator(s). A sign is placed before each tree with the donating business/individual and the tree's name. Please feel free to leave calling cards to advertise your business.

Bidding: Begins Friday, November 22, and ends on Thursday, December 4, at 2 p.m. A card will be placed in front of each tree with a QR code that allows individuals to bid online and receive a notification when they are outbid. Tree donors will receive a thank you card following the auction's closing, that will include the tree's final bid amount.

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CHRISTUS Good Shepherd Foundation
DONOR INFORMATION SHEET



- Yes! I will donate a tree to be displayed in the lobby at CHRISTUS Good Shepherd Hospital – Longview.**
- I am not able to decorate a tree this year, but I would like to make a tax-deductible donation of \$_____.**

Print the donating business or individual name as you would like it to be acknowledged:

Contact Name: _____ Phone: () _____

Address: _____

E-mail address: _____

METHOD OF PAYMENT

- CHECK payable to CHRISTUS Good Shepherd Foundation – Longview is enclosed.
- CREDIT CARD \$_____. Check one: VISA MasterCard AMEX DISC

Credit card # _____

Expiration date: _____ Security code: _____

Signature: _____

Please indicate the name of your tree: _____

If applicable, please list any gift cards or gift certificates that come with your tree:

*Items of value will be stored during the bidding and given to the bid winner at the end of auction.

Forms are due by October 25.

Please email the form to Ashlyn.Regester@christushealth.org or return it in the enclosed envelope. Trees may be delivered to CHRISTUS Good Shepherd Hospital – Longview on November 20th from 9 a.m. - 2 p.m. Please contact us before delivery so we can meet you in the main lobby.