

## 2021 HOLIDAY WONDER WALK Community Tree Reservation Form & Agreement

Yes! We are a Hampton organization or business and would like to participate by reserving and decorating one of the Community Trees available along the 2021 Holiday Wonder Walk:

Organization/Business Name:	
Type of Organization or Business/Description:	
Mailing Address:	
Phone Number(s):	
On-Site Contact Name & Phone Number(s):	
Contact e-Mail Address:	

**We understand** a pre-lit tree will be provided along the Holiday Wonder Walk located on the trail area behind the Hampton Coliseum at no charge for our group to decorate using the theme of "From the Sea to the Stars." Trees are limited and will be assigned in the order of submission of this completed form.

**Forms will be accepted Monday, November 1 through Friday, November 19 at 12:00 noon.**



**We understand** that creatively promoting our purpose and services is encouraged, but the tree must primarily represent the holiday theme above, and that all decorations must be suitable for family viewing (no profanity, suggestive or divisive images or language, etc.).

**We understand** that any decorations determined to be inappropriate, in the sole discretion of the City, will be removed (we will notify you if we remove anything, and set those items aside for you until pick-up day). The City shall not be responsible for any loss or damage to decorations that are removed.

**We understand** that we will be assigned a tree number and must decorate the corresponding numbered tree along the designated trail during the hours of **10:00 a.m. and 4:00 p.m. on either Thursday, December 2 or Friday, December 3.**

**We understand** that tree numbers may not be changed nor may trees be moved from their designated spot.

**We understand** that all decorations must be removed from the trees by our group between the hours of 10:00 a.m. and 4:00 p.m. anytime beginning Monday, December 13, but no later than 4:00 p.m. Wednesday, December 15.

**We understand** that all decorations remaining after 4:00 p.m. December 15 will be discarded by the City, and our group will not be compensated for discarded items.

**We understand** that specific security or protection is not provided for our group's decorations, and that low-cost, weather-resistant items are encouraged due to potential for weather damage and any theft. We understand that our group will not be compensated for damaged or missing items.

**We understand** that due to the Covid-19 pandemic, no more than 10 people may be present to decorate the tree at one time. All decorators are encouraged to wear face coverings and practice social distancing.

**We understand** that no equipment (ladders, stools, etc.) will be provided and that tree decorators are participating at their own risk.

**We understand** that our organization/business *assumes the entire responsibility for any and all damages to persons or property arising out of its use of the Property of this Agreement and that our organization/business shall indemnify, hold harmless and defend the City, its agents, officers and employees, from and against all claims in connection with this Agreement.*

**We understand** that should our group be unable to decorate our reserved tree for any reason, we are to notify the City as soon as possible, without penalty. We also understand that if our tree is not decorated by 4:00 p.m. December 3, 2021, our reservation will be cancelled.

In typing my name below, I agree that my electronic signature is the legally binding equivalent to my handwritten signature:

Authorized Signature for Organization/Business:	
Title of Signer:	
Date of Signature:	



Please complete and submit form after 9:00 a.m. November 1 but no later than 12:00 noon November 19 to [specialevents@hampton.gov](mailto:specialevents@hampton.gov). Questions? Please call (757) 727-6348.