



Town of Williamston, SC

## ***“Deck the Halls” 2022 Application***

Participants Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # and \*email address (important for notifications): \_\_\_\_\_

Tree Theme: \_\_\_\_\_

Size of tree: \_\_\_\_\_ ft. Appx. how round at the bottom \_\_\_\_\_ (Very important so we know where to save a spot.)

The deadline for applications is Monday, November 14, 2021. You may drop the form off at Town Hall, mail to D. Chapman at 12 W. Main St., Williamston, SC 29697, email to [dchapman@williamstonsc.us](mailto:dchapman@williamstonsc.us), or fax to 864 847 5910. Trees may be assembled between Saturday, November 5, and Friday November 25 between 9am and 9pm daily and on Sat. November 26<sup>th</sup> until 3:00 pm.

Town Hall will be closed for Thanksgiving on Thursday November 24<sup>th</sup>. Doors will reopen for decorating on Friday and Saturday to finalize the trees before the official lighting on Sunday evening, Nov. 27<sup>th</sup>.

All Trees must be up and ready to view by 3:00 pm, Saturday, November 26<sup>th</sup>. **Please do not commit to doing a tree if you can't follow through with doing it as our spaces are limited.** A lot of planning goes into this event. Respecting deadlines is important!

Drop box voting will run thru Dec. 26<sup>th</sup>. A drop box will be placed in the Town Hall for visitors to vote for their favorite tree.

Please do not touch the trees, ornaments or decorations of others. If your tree is too large to install in the spot you are assigned, please ask for assistance. Extension cords will be installed by the town prior to the opening day of the lighting. Please bring your own cord to use while decorating the tree. If your tree is tall, please bring your own ladder or step stool. Do not place anything on the walls. A name plaque will be placed on the wall for you by town staff.

Deck the Halls will share opening night with the Christmas Park starting at 6:00 pm on Sunday, November 27<sup>th</sup>.

Hours for viewing the trees will be Monday-Friday from 9:00am –9:00pm and on Saturday and Sundays from 10:00 am to 10:00 pm.

Deadline to remove trees will be before Saturday, January 7<sup>th</sup>

Liability Disclaimer: Trees must be securely placed. The Town of Williamston employees or volunteers will not be responsible for placement, removal, or upkeep of the trees but will provide electrical connections if necessary. Participants release, acquit, and forever discharge the Town of Williamston, it's representatives, agents, or contracted staff, from any and all manner of actions, suits, damages, claims, or demands whatsoever in law or equity from any loss or damage of any nature or description, known or unknown, in any way relating to the participation in the Deck the Halls event.

Season's Greetings, Debbie Chapman-Town of Williamston 864 847 7473 ext. 110