



# 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 - Marshall** 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 Marshall!*

**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 - Marshall** 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](mailto:Ashlyn.Regester@christushealth.org), [Susan.Ward3@christushealth.org](mailto: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 – Marshall 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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(903) 315-5193



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