



Adopt a Lehigh Park Holiday Tree



Lehigh Community Christmas Weekend ~ Friday, December 1 – Sunday, December 3

ABOUT THE LEHIGH COMMUNITY CHRISTMAS WEEKEND:

We are looking for local businesses, organizations, groups or families to adopt a holiday tree in the Lehigh Park. During the weekend, the adopting groups will be encouraged to come to the park and decorate their trees. With warm food and drink vendors along with Christmas music played through speakers, the spirit of the season will be stronger than ever in the center of town. A tree lighting ceremony will take place at the end of the weekend, and then all trees will be illuminated throughout the month of December.

TIMELINE FOR THE WEEKEND AND REMOVAL:



The trees will be delivered and set in staked stands throughout Lehigh's Upper and Lower Parks on Thursday, November 30, 2017.



When you arrive at the Lehigh Park, during the designated times, to decorate your tree, just look for your Organization/Business/Groups name tag on a tree. Please do not move your name tag to another tree, as the committee has assigned spaces. We ask that you keep the name tag on your tree so that all those who come to view the trees will know which one is yours! If you are having difficulty locating your tree, stop by the Lehigh Borough Parks & Recreation Table in front of the Lehigh Municipal Building.



All Tree Adoptees will have the following designated times to decorate their trees:

Friday, December 1, 2017- 10:00 a.m.- 6:00 p.m.

Saturday, December 2, 2017- 10:00 a.m. – 6:00 p.m.

Sunday, December 3, 2017- 10:00 a.m.- 1:00 p.m.

*** At 2:00 p.m., on Dec. 3rd, the Parks & Recreation Board will be holding a test lighting. If malfunctions occur with your tree, you will be notified immediately, and assistance will be given to fix the problems before the Tree Lighting at 6:00 p.m.*



The Lehigh Park Tree Lighting Ceremony will take place on Sunday, December 3, 2017 at 6:00 p.m. All those who decorated trees are encouraged to attend.



REMOVAL OF DECORATIONS/TREES: All tree decorations MUST be removed between Wednesday, January 3rd and Friday, January 5th, 2018. Any decorations that are not collected will be discarded by the Borough at the time of tree removal on Friday, January 5th, 2017 at Noon.

PLEASE SEE OPPOSITE SIDE OF THIS PAPER FOR ALL THE GUIDELINES IN DECORATING AND MAINTAINING YOUR TREE.

A BOARD MEMBER WILL CONTACT YOU ONCE YOUR APPLICATION FOR ADOPTION HAS BEEN RECEIVED AND ACCEPTED. THANK YOU!

GUIDELINES FOR TREE ADOPTEES:



\$ 40.00 (minimum) donations will be accepted to Adopt a Holiday Tree



You are then encouraged to decorate your tree in any way you please, following a few guidelines:

1. The Tree Adoptee is responsible for all tree decorations.
2. Your tree is limited to 500 LED lights (white or colored). **LED ONLY!!!**
3. You must provide all ornaments/tinsel/ribbon/balls/etc. Please note that this tree will be out in the elements, and therefore could be subjected to winds. Our best recommendation is that you adhere all decorations onto the tree with **pipe cleaners** that can be twisted tightly to the branches. (Any handmade paper decorations should be laminated.)
4. No vulgar, derogatory, racist or sexually explicit decorations are permitted.
5. No glass/breakable decorations.
6. You must provide a **20 ft. (minimum) OUTDOOR/ALL WEATHER extension cord** to extend from your tree lights to our Industrial Cord. No indoor cords will be permitted!



As previously mentioned, the trees will be out in the elements, and therefore will be subjected to winds, rain, snow, etc. While the Borough of Lehighton employees and volunteers will be monitoring the park decorations and trees, we ask that you keep a keen eye on your tree and make sure that nothing is damaged. In addition, the trees will be staked into the ground and up the trunk of the tree. However, if strong winds occur, some trees may lean or fall. The Borough will do their best to rectify the situation, should it occur, but we encourage all Tree Adoptees to self-monitor their trees and utilize shims if needed.

If you notice something out of the ordinary occur with your tree/decoration/stand. Please contact the Borough Secretary or the Parks & Recreation Board immediately at the following:

Borough Secretary: 610-377-4002 ext. 211

Parks & Recreation Board: Clark Ritter- 570-688-5071

Autumn Abelovsky- 610-30-0041

E-mail: Events@LehightonBorough.com

A SPECIAL THANK YOU TO THE FULL SPONSORS OF THE 2017 COMMUNITY CHRISTMAS WEEKEND

CRYSTAL SPRING TREE FARM, 2424 Mahoning Drive East Lehighton, PA 18235, 570-818-4198,
NEXT ERA ENERGY- Providing Lehighton with Power and Lighting the Lehighton Park!
LEHIGHTON ORIOLES NEST 183, 475 Orioles Dr, Lehighton, PA 18235, 610- 377-1665



A SPECIAL THANK YOU TO THE HALF SPONSORS OF THE 2017 COMMUNITY CHRISTMAS WEEKEND

PDC SPA & POOL WORLD, 701 Bridge St, Lehighton, PA 18235, 610-377-5637
SERVICE CONSTRUCTION COMPANY, 701 Bridge St, Lehighton, PA 18235, 610-377-2111
JIM THORPE NEIGHBORHOOD BANK, 145 S 4th St, Lehighton, PA 18235, 610- 379-5051

*If you would like to adopt a Lehighon Holiday Tree please fill out this form and send it,
along with your \$40.00 (minimum) donation to;
Lehighon Borough, c/o Parks & Recreation Board, Attn: Tree Lighting, 1 Constitution Ave., Lehighon, PA 18235
Please make checks payable to 'Lehighon Borough'.*

On the following line, please PRINT how you would like the tag on your tree to be displayed.
(ex. In Memory of John Doe, Pale Moon Players, Jim Thorpe Neighborhood Bank, Brownie Troop 3176,
The Beckett Family)

Contact Person for the Adoption _____

Telephone Number of Contact Person _____

Email Address _____

Mailing Address _____

Office Use Only: Check Number _____ Cash Payment _____ Received on _____