



New Tree and Ornament Purchase Order Form

You may honor a loved one by purchasing a tree or ornament for this beautiful holiday festival. Names can be in memory of a loved one or honoring children, parents, spouses, pet, businesses, etc.

Sponsor Information:

Date: _____, 20_____

Sponsor Name: _____

Address: _____

City, State, Zip Code: _____

Phone: _____ Email: _____

of _____: **Lighted Tree** \$40.00 each

of _____: **Ornament** \$10.00 each

(For multiple trees or ornaments, please use the back or another form)

Tree Information Pick one: (The following information will appear on a sign, please print legibly.)

Locations (Choose 1): Recreation Center Butler Haynes Admin Bldg. Reader Park

In Memory of: _____

In Honor of: _____

Message: _____

Signature: _____

Ornament: (Please keep in mind there is limited spacing on the 6" ornament).

Memorial Tree Military Tree **Branch of Service:** _____

Pick one: In Memory of: _____ or In Honor of: _____

Message: _____

Receipt #: _____

Total Amount Paid: \$ _____

Cash Check #: _____ CC#: _____ Staff Initials: _____

COPY THIS FOR SPONSOR/ORIGINAL FOR HOLLIS PARK USE