



728 N Prospect St, Suite 107, Rockford, IL 61107
4thandlights@gmail.com www.4thandlights.com
Ted, 815-979-1196 Tom, 815-979-2977
2020 OFFICIAL ENTRY FORM

Name of Organization/Business

Address of Organization

City

State

Zip Code

PRIMARY CONTACT PERSON

Name

E-Mail

Day Time Phone

Evening Phone**

SECONDARY CONTACT PERSON

Name

Day Time Phone

Evening Phone**

****Please be sure to list an evening/secondary phone number!** Most concerns with the displays are discovered at night.

Please make your check payable to: *Holiday Festival of Lights* **or** *Rockford 4th of July Committee*

Please mail this form and check/money order to: Holiday Festival of Lights
728 N Prospect St, Suite 107
Rockford, IL 61107

Our organization would like to: Build our own display Sponsor the FOL*
 Rent a display*: Small Medium Large

**Rentals and Sponsorship Information are listed separately on Page 3. Rentals and Sponsorships are first come, first served. Contact Ted or Tom to see what Sponsorships are still available. **

GUIDELINES

Submit the following to the Holiday Festival of Lights Committee:

Completed Official Entry Form: Please provide all information requested - if your form is missing information it will be returned to you.

Entry Fee: Schools, Non-profits & Churches \$75, Social Clubs \$125, Businesses \$175. Rentals and Sponsorships are found on the next page. Make check or money order payable to *Holiday Festival of Lights*. If your entry form is not accepted your check will be returned to you.

Sketch & Production Details of Your Display: Include the quantity of string lights and spotlights and the length, height and width of your display.

Mail everything to: Holiday Festival of Lights, 728 N Prospect St, Suite 107, Rockford, IL 61107

Questions?: Call Ted at 815-209-8734 or Tom at 815-979-2977

Guidelines for a Self-Installed Display

1. All displays must relate to - "The Holiday Season & Spirit of Christmas"
2. Please use LED C7 or C9 light bulbs or LED string lights. This will make your display much brighter and conserve energy.
3. All maintenance of the display is the sole responsibility of the participant.
4. Displays must be durable and built to withstand the weather such as high winds, ice, rain and heavy snow.
5. Participants furnish all materials for the design and construction of their displays.
6. To allow for snow plowing, each display must be constructed twelve (12) or more feet away from the road and at least off the ground by 6".
7. Advertising for your company name will be limited to the 2' x 4' sign provided by the Festival of Lights Committee. No other recognition signage will be allowed as part of your display. The sign will read "Display Courtesy of Your Company Name"
8. A maximum of four 75-watt (LED) spotlights per display are allowed and they must be mounted at a minimum of 12" off the ground to avoid moisture damage.
9. Each display will have a **minimum** lighting requirement of 500 light bulbs. If string lights are used, we recommend using strings that do not go out completely when one light fails.
10. All monies collected help us sustain this event AND the 4th of July Fireworks.
11. Once approved by the FOL Committee, you will receive an email from 4thandlights@gmail.com, you then may start setting up your display beginning November 1st. *All Displays must be setup no later than November 17th.*
12. **All displays MUST be torn down no later than January 10, 2021.** There will be a \$300 fine for anyone that leaves their displays up after the tear down time forcing the FOL committee to remove it.
13. NO Inflatables will be allowed with your display.

Event participation is subject to the sole discretion of the Rockford 4th of July Civic/Festival of Lights Committee.

RENTAL GUIDELINES

If you don't have the time to build, set up and tear down a display, let the FOL committee do it for you with one of their rentals. Please contact us with questions. Rentals are based on a first come first served basis.

Pricing:

Small Display \$175

Medium Display \$250

Large Display \$375

Rental price includes a full working lighted display, setup and tear down by the FOL committee, a 2x4 sign listing your business as a FOL participant and a good sense of community partnership.

SPONSORSHIPS

We have several sponsorships available! Please contact us with questions. Sponsorships are based on a first come first served basis.

Front Entrance 1st Tier Sponsor, \$SOLD/Filled

Includes your name at the top of the large signage at the entrance of Festival of Lights, a solo display with a 2'x4' sign, listed as a main sponsor on our social media and website and all labor for setup and tear down.

Front Entrance 2nd Tier Sponsor, \$SOLD/Filled

Includes your name second from the top of the large signage at the entrance of Festival of Lights, a solo display with a 2'x4' sign, listed as a main sponsor on our social media and website and all labor for setup and tear down.

Front Entrance 3rd Tier Sponsor, \$SOLD/Filled

Includes your name placed on the large signage at the entrance of Festival of Lights, a solo display with a 2'x4' sign, listed as a main sponsor on our social media and website and all labor for setup and tear down.

100' Light Tunnel Sponsor, \$SOLD/Filled

Sponsor the amazing 30,000 light tunnel at the very entrance of FOL! Includes signage, all labor for setup and tear down of the 100', 30k light tunnel and your business listed as the sponsor on our social media and website.

Santa Claus Sponsor, \$SOLD/Filled

We have Santa every weekend in December at the top of the hill in Sinnissippi waving to families and giving them a dose of true holiday cheer. We also have large 4'x6' signage stating who sponsored that Santa! Social Media and Website will also reflect the Santa Sponsor.

Golf Course Bright Trees Sponsorship, \$2,000 *NEW!!*

We light up the trees (roughly 10-14 trees) at the golf course section of Sinnissippi park. Two signs will be in place stating, "Trees Wrapped with Holiday Cheer by _____." But our volunteers do all the work! Sign sizes 6'x4". Includes us doing all labor of wrapping/unwrapping trees, lights and scissor lift rental.

Welcome to Christmas in Rockford Entry Sign Sponsor, \$SOLD/Filled *NEW!!*

Our brand new (as of 2019) 18'x10' Las Vegas Style sign is up for sponsorship grabs! It sits right at the front entrance of our event and is one of the most photographed displays. 4'x6' signage will be included for your business.

Business Name in Lights, PRICE VARIES *NEW!! GREAT addition to your sponsorship!*

We take your business logo, send it to our Christmas Shop, and they weld an outdoor frame and light it up! ONE TIME FEE! Our volunteers then put it up and tear it down AND store it for you (additional cost each year). Contact us for details.