

THE MAUNA LANI BAY

Hotel and Bungalows · Hawaii

FOR IMMEDIATE RELEASE

November 7, 2011

MEDIA CONTACT

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18th ANNUAL CHARITY TREES AT MAUNA LANI BAY ACCEPTING ENTRIES THROUGH NOVEMBER 28, 2011

*Visitors and guests vote for favorite
Winners to receive \$3,500 in prizes*

KOHALA COAST, HAWAII – The Mauna Lani Bay Hotel & Bungalows invites local organizations and charities to participate in the 18th annual Charity Trees at Mauna Lani this holiday season. This special event helps to raise awareness and much-needed funds for local non-profit organizations.

Each decorated tree will be displayed in Mauna Lani Bay's hotel lobby through the holiday season. Community members, resort guests, employees and friends and family are invited to view the entries and vote for their favorite tree (\$1 donation per vote).

The Charity Trees will be on display from December 6 and winners will be announced December 21, 2011. Mauna Lani Bay will be awarding cash prizes to the organizations whose trees receive the highest number of votes: \$2,000 (1st place), \$1,000 (2nd place) and \$500 (3rd place). Public donations will be split among all participating organizations (excluding 1st, 2nd, and 3rd place winners). All for-profit organizations must designate a charity to receive their donation.

Charity Trees at Mauna Lani Bay entry forms will be accepted through November 28: For entry forms, participation details or more information, visit www.maunalani.com or call Ranie Fukumoto at (808) 881-7002 or email: rfukumoto@maunalani.com



**"THE CHARITY TREES AT MAUNA LANI"
RULES AND REGULATIONS**

We hope you will choose to participate in our 18th annual event "The Charity Trees at Mauna Lani" at the Mauna Lani Bay Hotel and Bungalows. As mentioned in our letter, we will be awarding monetary prizes as follows:

1st Place	\$2,000
2nd Place	\$1,000
3rd Place	\$500

The judging will be open to the public by ballot from Monday, December 5th, 2011, with the winning announcement at a reception hosted by the General Manager on Wednesday, December 21, 2011 from 5:30 to 6:30 p.m. in our main lobby for participants and hotel guests. Ballots will be available at the front desk - one dollar (\$1) allows you one vote for your favorite tree. **(The monies collected from the ballots will be distributed amongst the participating organizations, with the exception of the first, second and third place winners.)**

THERE IS NO ENTRY FEE !!!

Listed below are the do's and don't of this competition:

- 1) The completed application to participate is due in to the hotel by 4:00 p.m. on Monday, November 28th, 2011 to the attention of Ranie Fukumoto.
- 2) The trees must be delivered and placed by your organization either on Monday or Tuesday, December 5th or 6th, 2011 between the hours of 8:30 a.m. and 4:30 p.m.
- 3) The trees can be either natural, fresh cut or artificial. If fresh, we suggest they be stood in sturdy water containers, which you must provide. The hotel will take on the task of watering daily. **We also request that the tree be at least a minimum of 5 feet high and no taller than 8 feet high. No tabletop trees please.**
- 4) Decoration of the tree is up to the individual organization, however:
 - ♣ We ask that there not be any offensive or controversial decorations and reserve the right to deny any entry that does not meet these criteria.
 - ♣ There should be no open fire or flame as part of the decor or enhancement.
 - ♣ **As it gets very windy at times, please do not place any loose material on or around your tree that may fly away such as artificial snow, confetti, icicles, etc.**
 - ♣ Please have your decorations securely fastened to the tree to prevent loss or damage from the wind and from day-to-day spectators. The tree should be in a sturdy tree stand [which you are to provide].
 - ♣ Live animals are **not** permitted as part of the display.
- 5) The hotel will supply electrical outlets for normal Christmas tree string lights; however we request that you bring an extension cord.
- 6) The hotel cannot be held responsible for the trees, nor contents/decorations, breakage or missing items. The hotel will, to the best of our ability, control and secure the area in which the trees are displayed.
- 7) A small easel with a small poster board is acceptable, however no over-sized banners please. Please remember the wind-factor and tie down your poster board to the easel. Also, if you leave flyers, please be sure that it is also weighed down with a heavy paperweight.
- 8) First place winners will be requested to voluntarily sit out from participating the following year in an effort to give others a chance to win.
- 9) All trees must be undecorated and items collected and removed from the Mauna Lani Bay on **Monday, January 2nd, 2012**, between the hours of 9:00 a.m. and 12:00 noon. The hotel will dispose of the trees if they are not collected by that time. Any uncollected items will be considered unwanted and discarded along with the tree after 12:00 noon.



**THE CHARITY TREES AT MAUNA LANI"
2011 APPLICATION FORM**

NAME OF DULY REGISTERED NON-PROFIT ORGANIZATION: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

FACSIMILE NUMBER: _____

FEDERAL TAX IDENTIFICATION # (NON-PROFIT): _____

_____ YES, WE WILL PARTICIPATE _____ NO, WE ARE UNABLE TO PARTICIPATE

REMINDER: PLEASE BRING AN EXTENSION CORD IN THE EVENT YOUR TREE IS LOCATED A DISTANCE FROM AN OUTLET. ALSO, TREES MUST BE A MINIMUM OF 5 FEET TALL AND NO TALLER THAN 8 FEET TALL.

WHEN DO YOU PLAN TO SET UP YOUR TREE? PLEASE REMEMBER THAT SET UP TIME IS BETWEEN 8:30 A.M. AND 4:30 P.M. ONLY. WE WILL HAVE STAFF & EQUIPMENT TO ASSIST YOU ONLY DURING THIS TIME FRAME.

_____ MONDAY, DECEMBER 5TH, 2011 – PLEASE NOTE TIME: _____

OR

_____ TUESDAY, DECEMBER 6TH, 2011 – PLEASE NOTE TIME: _____

IF YOU ARE A 'FOR-PROFIT' ORGANIZATION, WHO WILL BE THE DULY REGISTERED NON-PROFIT CHARITABLE ORGANIZATION THAT YOU WILL DESIGNATE AS THE RECIPIENT OF THE PRIZE MONEY SHOULD YOU WIN?



PLEASE (1) FAX (885-1450); (2) EMAIL to rfukumoto@maunalani.com;
OR (3) MAIL US YOUR APPLICATION FORM . . .

Must be received by 4:00 p.m. on Monday, November 28th, 2011

Mauna Lani Bay Hotel and Bungalows
68-1400 Mauna Lani Drive
Kohala Coast, HI 96743-9796
Attn: Ranie Fukumoto