



## **“Rustic Yuletide”**

September 25, 2018

Dear Potential Applicant,

The Staff and Management of the Elko Convention & Visitors Authority are pleased to announce the 30<sup>th</sup> Annual Festival of Trees Celebration beginning on Monday, November 26<sup>th</sup> and wrapping up on Wednesday, November 28<sup>th</sup>, 2018. This timeless community tradition brings together local businesses, service organizations and families to donate decorated trees, wreaths, gingerbread houses and stockings for a festive display kicking off the holiday season.

All Festival entries are for sale through a silent auction with the winning bidders announced on the last evening. All auction proceeds are donated to local “Charity Partners” who have been pre-selected by the Elko Convention & Visitors Authority’s Board of Directors. We would like to invite your organization to apply to be one of these Charity Partners and a possible recipient of these funds.

If your group desires to apply for funding, please submit a letter of interest directed to the Elko Convention & Visitors Authority by Monday, October 8<sup>th</sup>, 2018. The letter should include a description of your organization, its needs and anticipated use of the funds. Enclosed you will find a copy of the “Charitable Organization Criteria for 2018 Festival of Trees.”

Please contact me with any questions you may have regarding the application process. I can be reached Monday through Friday from 8 a.m. to 5 p.m. at 775-738-4091 or via email at [erin@elkocva.com](mailto:erin@elkocva.com). We look forward to receiving your letter of interest.

Thank you,

Erin Myers  
ECVA Events Coordinator