



**The 2007 Capitol Christmas Tree Ornament Project!
 “Bringing an old fashioned holiday to the Nation”**

Ornament Criteria: The Indoor “Companion” Trees

- Process:**
- Contact Gail Kilkelly, VT Coordinator for Arts and World Languages as soon as possible at gail.kilkelly@state.vt.us or (802) 828-6560 and register the number of ornaments your students will submit.
 - Only K-12 students may submit indoor ornaments.
 - If possible, send digital photos of your ornaments to Gail Kilkelly at VT DOE to post on the website.
 - Trip Entry Forms** – Mail to Gail Kilkelly, VT Dept of Education, 120 State Street, Montpelier, VT 05620-2501 postmarked by October 30, 2007
 - Ornaments** – Mail according to directions at the bottom of this sheet. Ornaments must arrive by mail by October 30, 2007.
Do not mail ornaments to the VT Dept of Education.

Theme: Bringing an Old Fashioned Holiday to the Nation.

Criteria: Provided by the Architect of the Capitol - Washington, DC

- **5” - 8” in size reflecting the Vermont theme.**
 - Ornaments must have a loop or hole for hanging wire.
 - Ornaments must have an attached traditional Christmas tree wire hanger.
 - Ornaments should be made of materials that will withstand mailing and shipping.
 - These ornaments will be viewed close up. Quality and detail are important.
 - Ornaments with religious theme are not acceptable.
- Vermont has been asked to supply 600-700 of these ornaments!**

Design Ideas: Wintertime activities or objects such as

Skiing	Snow shoeing
Ice skating or sledding	Horse drawn sleighs
Snowflakes	Stars
Carolers	Snow people
Doves of peace are acceptable	

Packing and Mailing Instructions – Indoor “Companion Tree Ornaments

- 1. Reminder: Do not enclose Trip Entry Forms with ornaments.**
2. Complete Ornament Information Sheet and (if you wish) photos of your school or class
3. Pack no more than 25 ornaments in a small box.
4. On the small box write the number of ornaments enclosed.
5. Enclose Ornament Information Sheet in each small box.
6. If it is helpful, you may place small boxes in one large shipping box to save shipping costs.
7. Use Companion Tree Ornament Shipping Label
8. Mail Indoor Ornaments to:

**Green Mountain and Finger Lakes National Forests
 231 North Main Street, Rutland, VT 05701**