

# St. Matthew's Episcopal Church Charity Christmas Tree Program Pre-Sales Form

The St. Matthew's Charity Christmas Tree annual outreach program raises funding for community based charities and you can help through your purchase of these fresh cut trees or garland.

Our trees are cut one day before shipping. We emphasize quality, and variety. Since the charitable donation outlay equals approximately half the cost of the tree, customers can claim half the value of their purchase as a tax-deductible donation.

In order to streamline operations and save time, this year the program is making a major effort to take and fill advance orders for trees.

Please take a moment and order your tree TODAY!

- Enter your name, your phone and / or e-mail, the type of tree, the amount on the form.
- Select the type and size of tree you want on the form below.
- With your pre-order, we require a deposit of \$20 which will be deducted from your final bill.
- We plan to make the bulk of deliveries on the first weekend after Thanksgiving and the balance by the first weekend of December.
- All sales will be COD, cash or check made out to St. Matthew's Charity Tree Lot. All pre orders must be paid by check.

<b>Christmas Tree Order Form</b>			
Name	Phone/E-mail	Address:	
	Desired height (Ft.)	Price/ Size	total
Type of Tree (√)			
Noble Fir			
Nordman Fir			
Garland	Desired length: 2.20@ foot:		
Delivery 25.00			
\$20.00 deposit, per tree: (Check's only)			
Your \$20.00 deposit must be included in your order.			
Total:			

**Please mail your order and deposit payable to:**

**St. Matthew's Charity Christmas Tree Program.**  
 Attn: Steve Whittaker-Outreach  
 St. Matthews Episcopal Church,  
 One South El Camino Real  
 San Mateo, CA 94401

**Thank you for your participation  
and for your involvement in helping these charities**