

SCOPE OF WORK

- Decorating and putting up all trees and wreaths.
- Before design starts we need to have the vendor go through our current inventory/trees and check lights and provide an inventory list of missing or broken items to be replaced.
- Tear down and place everything back in storage containers, boxes and bags once the holiday is over.
- Decorating can start anytime between November 18-21 or Nov 25-27 with a completion date of Dec 1. Tear down of all Trees and decorations between Dec 26-27.
- No decorating from 12pm on Friday until 8am on Mondays.
- Must have insurance for being on property.

TREES

- (1)-12ft Tree by The Food Hall (NEW TREE)
- (1)-12Ft Tree in the Qualla Ballroom
- (2) 9ft tree at the hotel----White Trees
- (1) 7ft Tree by HR second floor
- (1) 10ft tree in Flint Creek Steakhouse w/ 2 nutcrackers
- (1) skinny trees in high limit games
- (1) 7.5 ft tree in Qualla Ballroom Pre-function
- (4) Potted Trees at the Food Hall Entrance
- (2) Potted Trees at the West Entrance
- (1) Tree in the Executive Office
- (1) Tree at the Employee Entrance
- (1) Tree in the Smoke Shop

WREATHS & Other Decorations

- (5) Small Decorations on the Light Boxes at the Food Hall
- (1) garland and/or decorations at the Pony wall in the Food Hall
- (1) Wreath and garland at hotel desk
- (1) XL outside Christmas wreath at the main Porte-co entrance (hung with man lift)
- (10) Bells to be hung at the Porte-Co entrance (hung with man lift)
- (3) Small Wreaths on Flint Creek Wall
- (1) small wreath at Flint Creek Host Desk
- (3) Large wreaths inside casino (hung with man lift)
- (6) small wreaths to cashier stations (hung with man lift or ladder)

- will need to provide their own tools, ladders and must have training on man lift to use casino man lift.