

## *Christmas Village Cottage Application*

Christmas Village began in 1962. Since then it has become a tradition for many families and has drawn visitors from all over. The Village has been recognized by many publications as “One of the Top 10 Christmas Destinations” in the United States. We are honored by this status and want to continue to see the Village be the best it can be.

There are 2 ways to sponsor a cottage.

1. **You can build a new cottage.** Read the Cottage Building Guidelines and submit a design for approval before you start construction. Once the cottage is built, it becomes a donation to Ogden City’s Christmas Village. We will store it in our warehouse during the off months and place it in the park for you to decorate each Christmas season. If there comes a time when you are no longer able to decorate the Christmas Village Committee will find a new decorator. You must also read the Decorating Guidelines and submit your decorating design.
2. **You can decorate an existing cottage.** Read the Decorating Guidelines and submit a decorating design. If your design is approved you will be added to a waiting list.

A group of 14 volunteers review the submitted designs and vote on which cottages to add to the Village and who will decorate any existing cottages that become available to decorate. If you are chosen, you will be notified.

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Please check a box:

I want to build a new cottage

I want to decorate an existing cottage

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Christmas Village is a replica of the North Pole and Santa’s Village. Please keep this in mind when designing your cottage.

What will be the name of your cottage? \_\_\_\_\_

What is the theme of your cottage? (Ex: Santa’s Bakery, North Pole Movie Theater, Elf school)

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Please attach any pictures or drawings of how the cottage will be decorated and (if applicable) the design of the new cottage. Give us a complete view of what the cottage will look like.

**New Cottage Design** – a drawing of the cottage that includes:

- Height
- Width
- Length
- Electrical Requirements
- Door and Window size and locations
- Please indicate roofing material (metal, asphalt shingle, etc.)
- Please indicate material used for siding (aluminum siding, stained or painted wood, brick, etc.)
- Include decorating a cottage requirements

**Decorating a cottage –**

Submit a drawing of the design. Include:

- Will you be advertising a business in the cottage? Yes \_\_\_\_\_ or No \_\_\_\_\_
  - If yes, what size sign? \_\_\_\_\_
  - What will it say? \_\_\_\_\_
  - What other ways would you like to advertise? Please describe:  
\_\_\_\_\_  
\_\_\_\_\_

- Will your cottage have movement inside (moving characters, lights, moving objects, etc:) Please describe:  
\_\_\_\_\_  
\_\_\_\_\_

\*Attach your design, descriptions and any other information you feel we need.