

Dear Friend:

The Women's Committee of the Wadsworth Atheneum Museum of Art is delighted to invite you to join a roster of special performers during this year's 46th annual *Festival of Trees & Traditions*, which runs from Friday, November 29 through Sunday, December 8, 2019. This year the museum will remain open on the Monday and Tuesday of *Festival* as well.

The performing arts groups that participate throughout this event add a great deal to the festivities, and we hope you will join us. The performances are held in the museum, which will be decorated for the season. Music and dance performances enrich the experience of the thousands of visitors who come to view the museum's collections and festive seasonal displays at this time of year. Your donation of time and talent is one of the key ingredients in making *Festival* such a successful community event, and you'll be supporting the oldest continually-operating public art museum in the United States.

Performances will be scheduled throughout the run of the event. **We ask that your performance be at least a half hour in length and no longer than forty-five minutes. Most performances are held in the Avery Court Gallery** on the first floor of the museum, where the widest audience may be reached. **Please note that performances start on the hour.**

Please submit your response no later than September 30, 2019 on the enclosed Response Form. We typically receive a very positive response with requests to perform during this event, and selections are made based on the order of receipt of the Response Forms. While we will do our best to accommodate as many groups as possible, placement during the event cannot be guaranteed. As a courtesy to fellow performers, we ask that you limit your submissions to one group per organization. You will receive a confirmation form in mid-October.

If you have any questions, please contact Lisa Chapman at (475) 451-0094 or Tabitha Hujar at Tabitha.Hujar@WadsworthAtheneum.org.

We look forward to celebrating the *Festival of Trees & Traditions* with you.

Warm regards,

A handwritten signature in blue ink that reads "Lisa Chapman". The signature is written in a cursive, flowing style.

Lisa Chapman, Entertainment Chair
Women's Committee
(475) 451-0094