Entry:
To participate in the Holiday Door Decorating Contest, each team/department must have one participant register no later than Friday, December 6 through the RSVP form.

Departments/teams interested in participating will be tasked with decorating the most festive, fun, and eye-catching door across campus! Three winners will be chosen. The judges will be looking for creativity, use of materials, and visual impact. Gather your colleagues, decide on a design together, and get crafty! We ask you to be creative but will reimburse each team for up to $10 if needed.

Participation:
Any department or team of staff and faculty members may participate. Each team must consist of at least 2 members. Each person may participate on one team only.

Rules:
• Holiday door decorating may begin on or after Wednesday, December 4 and must be completed by noon on Tuesday, December 10 for judging and photos (photos of each decorated door will be displayed at Winter Wonderland).
  o We encourage you to leave your decorations on display on December 11 for Winter Wonderland attendees to view in person.
• Door must be able to open and close.
• Must be adhered to actual door: no propping or leaning of decorations
• Do not use any material or products that will damage the door or surrounding walls and area. All adhesive materials used must be removable. Do not use glue.
• All decorations must be in good taste: must be appropriate and consist with UMB policy on workplace standards.
• Employees must obtain supervisor approval of any time used to decorate a door.
• Each team may only submit one door for entry.
• If you do not have a formal office door and would like to participate, please email events@umb.edu to arrange for an alternative, "temporary door" to be set up for you and your team to decorate in a designated location in the Campus Center. For further information or if you have any questions, please email us.

Criteria:
A panel of volunteer judges will evaluate all entries on Tuesday, December 10 beginning at noon. The top three holiday doors will be chosen. Points will be awarded for creativity, use of materials, festivity, use of space, and overall visual impact.

Judging:
The day before the Winter Wonderland on Tuesday, December 10th at noon, judging will begin. All entries must be ready at this time for judges to view and evaluate. Photos will be taken of each entry to be displayed in the Clark Athletic Center during the Winter Wonderland celebration.

Winners:
The first, second, and third place door decorating teams will be announced at Winter Wonderland on December 11 around 11 a.m. Team members do not need to be present to win.

Prizes:
The team that wins first place will receive a pizza party to be arranged at a later date.