

## Historic Garden Week Flower Arranger Guidelines

Thank you for serving as a flower arranger for Historic Garden Week. Your creativity and attention to detail are important contributions to the continued success of Garden Week.

Each house will have a head flower arranger that will communicate details to you about your flower arranging day. If there are any issues before or during the arranging, please contact them.

There will be 4-5 arrangements per home.

Please bring clippers, gloves and any other tools needed on your arranging day. Rinse and condition flowers ahead of time with the head hostess.

Please bring flowers and greens to the home on the day of your arranging. Your head arranger will provide you with more details.

Arrangements are generally created at the house the day before the tour. Water the arrangements carefully. Please clean up and take out any trash after arranging. Leave the home in good condition.

Costs associated with the floral arrangements are expensed to TGC. Please coordinate any flower purchases with the head arranger.

Please try to use flowers and foliage from your own gardens. If you must use purchased flowers, please buy flowers/greens that can be grown in our area and are appropriate for springtime.

Identify the flowers and greens by their common names, specific cultivars and botanical names if known. Also, list the Garden Club responsible for the arrangement on the flower card. The head hostess will give you the cards.

Arrangers can tour HGW Richmond houses on the day that their designated tour home is open. Passes will be provided at the arranging day and are only to be used by the arranger.

Thank you for your time. We couldn't do it without you!