

Marin

*Planting Trees
Growing Healthy Communities*



ReLeaf

Street Tree Planting Project Tree Installation Application

This application must be signed by the Adjacent Property Owner (APO) to the proposed street tree. The APO may assign the maintenance to their representative to be called, *Tree Steward*, who must also sign this form. All sites will be inspected by personnel from San Rafael Parks Department before planting can proceed.

Please indicate the following:

Is there a Tree Steward: Yes No
Name of Neighborhood: _____

Planting Site Information

Number of Trees requested: _____
Does this tree replace one recently removed? Yes No
If yes, has the stump been removed to a depth of 24-inches? Yes No

Planting Site Address

Name of Property Owner: _____	
Address: _____	Cross Street: _____
City: _____	Zip Code: _____
Telephone: _____	Email: _____

Tree Steward Information

Name: _____	
Address: _____	Zip Code: _____
Telephone: _____	Email: _____

Alternate Tree Steward

Name: _____	
Address: _____	Zip Code: _____
Telephone: _____	Email: _____

Tree Care Agreement

To receive a street tree, the following must be agreed to by the Adjacent Property Owner and Tree Steward, if assigned.

I/we agree to maintain all planted trees for a period of three years, following the installation per the stewardship plan outlined below. I/we also agree to notify Marin ReLeaf of any questions or problems during the stewardship period. I/we understand that Marin ReLeaf provide on-going information on the care of the tree(s), and it is my/our responsibility, of that of the Tree Steward to apply the care.

I/we agree to:

1. Water the tree(s) regularly-approximately 15 gallons weekly, a little more in extended hot spells, less during significant rain periods.
2. Provide necessary seasonal-pruning; Marin ReLeaf will supply information, recommendations and instructions regarding pruning.
3. Keep watering basin around each tree maintained; free of competing vegetation (including turf and flowers), debris, and toxins.
4. Keep the tree(s) properly staked, adjust, or remove stakes as necessary or directed.
5. Monitor the health of the tree(s), checking for disease, pests infestations, or/and inordinate changes in growth, etc.

Property Owner Signature:

Date:

Tree Steward Signature:

Date:

Note:

Marin ReLeaf requests a donation for each tree planted. We rely upon donations to help us cover our expenses, and the cost of trees, stakes, ties, fertilizer, etc. The suggested donation is \$50.00 per tree. While wavers are available, we ask everyone to give what they can.

After inspection by City personnel of the site, we will ask for your donation, which is fully tax deductible.

Marin ReLeaf will provide the following to all participants

1. All necessary municipal permits required for locating and planting the trees. All permits will be from appropriate agencies and will specify sites and tree species.
2. Order, inspect, deliver, and install suitable trees from a certified nursery using the California Department of Forestry's specifications.
3. Conduct tree—planting demonstrations at all planting events.
4. Ensure that trees are planted per Standards of International Arboricultural Society.
5. Maintain records of applicants, Tree Stewards, and trees; including addresses, species and planting dates.
6. Provide seasonal tree care information.
7. Provide advice on when to remove the wooden stakes.
8. Provide pruning and maintenance information.
9. Organize and coordinate all tree planting logistics.
10. Coordinate volunteer efforts, and provide supplemental volunteer assistance if needed.

Note: New trees are 15-gallon (6-89 feet in height), and weigh from 30-50 pounds.