

# Tree Maintenance Application

Richmond, VA, \_\_\_\_\_, 20\_\_\_\_

**To:** The Department of Public Works, Urban Forestry Division.

**Submitted By:**

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Applicant Phone Fax Email

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Address City & State Zip Code

I hereby request permission to perform maintenance on \_\_\_\_\_ tree(s), at my own expense at the following location:

\_\_\_\_\_, Richmond, VA, \_\_\_\_\_  
Address City & State Zip Code

I am requesting approval for the following maintenance procedures on said tree(s) to be performed by the tree maintenance contractor named below:

\_\_\_\_\_  
\_\_\_\_\_

Attach additional/supporting information if necessary.

Tree maintenance contractor's contact information:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Company Name Contact Phone

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Address City & State Zip Code

Tree maintenance contractors must have their insurance company fax a proof on insurance form directly to the Urban Forestry Division at 646-3087.

*The applicant hereby agrees for themselves, their heirs and assigns to indemnify and save harmless the City of Richmond from any and all damages to persons or property (public or private) or damages indirectly resulting from the removal of these trees resulting from the tree maintenance described above.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Approved By

\_\_\_\_\_  
Date

Inventoried \_\_\_\_\_ Title \_\_\_\_\_

Inspected By	Date Inspected	Date Completed	Sign