



City of Richmond
Urban Forestry Division - "Committed to Richmond's Trees"

Adopt-A-Tree Program

Application/Citizen Tree Maintenance Agreement
Revised July 2018

Please fill out this application and return to: Adopt-A-Tree, Urban Forestry Division, 800 Forest Lawn Road, Richmond, VA 23227. Fax number: 804-646-3087. Phone: 804-646-0681

Check must be attached and payable to: "EnRichmond Foundation"

Remember that you are donating to a program to help replant trees on city property, and as such, if the site(s) that you select isn't available and plant ready, a different site may be selected, but there will not be any refunds of your charitable donation. Each \$50.00 donation covers approximately 15% of the cost of each tree planted.

Applications are accepted only between July 1st & September 1st of each year for the November 1st-April 15th Planting Season. Any application received before July 1st or after September 1st will be returned unprocessed.

Please Print legibly (All Information is required)

Applicant's Name

Mailing Address (including zip code)

Email Address (Most communication will be via email)

Phone#

Planting Address (if different)

Tree Site # NOTE: Can be found at:

http://cor.maps.arcgis.com/apps/webappviewer/index.html?id=3dda2aa7521941d8a48dc91f5014a5c8

Street Name (if on corner):

Large empty rectangular box for drawing or map.

Street Name (if on corner):

MAP KEY

Where relevant, please indicate on the map the approximate location of the following items:

- Existing Tree (triangle symbol)
Tree Stump (S symbol)
Desired location of tree(s) to be planted (star symbol)
Utility Pole (upward arrow symbol)

Street Name

Tree Maintenance Agreement - To adopt a tree, you must agree to care for the tree as follows:

- 1. To insure your new tree's survival, your portable drip irrigation device must be filled with water at least once a week for the first two years during the growing season.
2. Mulch should not be piled up against the tree trunk. Keep grass and weeds out of mulch.
3. Do not cultivate or otherwise disturb soil under the tree and do not plant any competing vegetation under the tree.
4. Keep lawn mowers and string trimmers away from tree to avoid wounding trunk.
5. Fertilize only with slow release formulas, if at all.
6. Do not use herbicides that may leach into the soil around the tree
7. Inspect the tree often to detect problems early. Report problems to Urban Forestry.

My signature indicates my agreement to all conditions above.

Signature:

Date:

For more information please access our website: http://www.richmondgov.com/PublicWorks/UrbanForestry.aspx