

Memorial Tree Program Guidelines

City of Bluffton

- 1) Tree species, location, and planting will be under the control of the Bluffton Parks maintenance staff to ensure the right tree is properly planted in the right location.
- 2) Tree planting locations can be planted in the City Parks and along the River Greenway.
- 3) Tree orders will be taken year-round, and trees will be planted in either the spring or fall.
- 4) Trees should ideally be native to the area and produced from a Midwest source to ensure hardiness and adaptability.
- 5) The Park staff will do the initial watering on the day the tree is planted. Families, friends, or organizations making the donation are asked to adopt the tree by providing regular weekly watering during the summer for the first year after planting for the best results.
- 6) In the event the tree dies or is severely damaged by a storm, the Parks Maintenance staff will remove the tree. However, it will be the responsibility of the donating family or organization to pay for the cost of a new replacement if they so desire.

Memorial Tree Donation Request

Date: _____

Name of family, friend, or organization making donation: _____

Full address: _____ Phone: _____

Person or organization for whom the memorial tree is for: _____

Location preference (if any): _____

Tree preference (if any): _____

Does the family, friend, or organization making the donation want to be present when the tree is planted? Yes: _____ No: _____

Is the family, friend, or organization making the donation willing to water the tree once a week during the hot, dry part of the first summer? Yes _____ No: _____

Please make checks payable to: Bluffton Parks Department for \$350. This will cover the cost of purchasing, planting, and staking the tree. Applications can be mailed back with the check to Bluffton Parks Department, 128 E Market, Bluffton, IN 46714. If you have questions, please call 824-6069.

Date Paid: _____ Check # _____