

OUR CITY FOREST

TREE STEWARDSHIP APPLICATION

FOR OFFICE USE ONLY:

PR	
/ /	

Community Planting

We believe in the **POWER OF TREES** to transform homes, communities and cities. Mature trees clean air, fight drought, prevent crime and provide beauty for generations. For a healthy urban forest, our job is to help plant the **RIGHT TREE** in the **RIGHT PLACE** with the **RIGHT CARE**. Let's get started.

TELL US ABOUT YOUR TREE

HOW MANY TREES WOULD YOU LIKE?

- Park Strip (within 10ft from street)
- Front Yard / Back Yard
- Other: _____

REMOVAL REPLACEMENTS

- I am replacing a tree that was recently removed.
- The stump has been fully removed (24" in depth). **Must be fully removed to plant.*

DO YOU HAVE A PERMIT?

If planting in a Park Strip (within 10ft from street), most cities require a permit, including the City of San Jose.

- I already have a permit. **Please attach your permit to this application.*
- I would like Our City Forest's help in obtaining a permit.

SPECIES

Indicate any particular species you would like to plant. We will help you get the right tree for the right place. If you don't know, tell us characteristics like Deciduous or Evergreen, flowering or non-, drought-tolerant, height, etc.

PLANTING ADDRESS

Name of Property Owner		Email	
Address		Neighborhood	
City	State	Zip	Phone

TELL US ABOUT YOU

TREE STEWARD INFO

A Tree Steward is the person who will be caring for the tree. **See back side for details.*

- I am both the Tree Steward and the Property Owner. **If checked, skip to the Special Requests questions below.*

Name of Tree Steward		Email	
Mailing Address			
City	State	Zip	Phone

SPECIAL REQUESTS

- I am a senior citizen *or* I am a person with a disability and need volunteers to help plant my tree.
- I would like to hire Our City Forest to plant for me. *(Additional cost)*
- I would like to help coordinate a planting for my neighborhood or street.

PLEASE FILL OUT BOTH SIDES OF THIS FORM, SIGNATURE IS REQUIRED.

I AGREE TO CARE FOR MY TREE

I agree to maintain the tree(s) for a period of **THREE YEARS** **FIVE YEARS** following the Stewardship Care Required outlined below (*Ask us if you're not sure which grant and corresponding time frame your property falls under.*). I agree to return stewardship surveys, which will be sent to me periodically. I understand that Our City Forest (OCF) provides information on the care of the tree(s) and that it is my responsibility, as the Tree Steward, to oversee their care. To ensure program success, I will plant the tree(s) at the address provided. I am aware that I am responsible for trees on my property for the duration of their life per the city code.

STEWARDSHIP CARE REQUIRED:

- WATER THE TREE(S) REGULARLY: 10-15 gallons per week.
- PROVIDE NECESSARY PRUNING: OCF can provide pruning information, recommendations and instructions.
- KEEP THE WATERING BASIN MAINTAINED: Remove debris, grass and other plants; maintain soil berm and mulch.
- KEEP THE TREE(S) PROPERLY STAKED: Adjust and remove as necessary.
- RETURN STAKE(S) AFTER 2-3 YEARS: Please return to the nursery at 1000 Spring St. San José. Stake pick-up is available for seniors and disabled residents.
- MONITOR THE HEALTH OF THE TREE(S): Contact OCF if you need assistance and complete stewardship surveys which will be sent via email.

SIGN HERE

Tree Steward Signature

Date

SIGN HERE

Property Owner Signature *Only required if different from Tree Steward

Date

NEXT STEPS

1 Please EMAIL, MAIL, or FAX this form to:

trees@ourcityforest.org

Our City Forest, 1590 Las Plumas Ave, San Jose, CA 95133

f: (408) 998-1078

2

Our City Forest Planting Team will contact you as soon as possible to follow up with the next steps needed for your tree planting.

Questions? Call (408) 998-7337 x124

HOW DID YOU HEAR ABOUT OUR CITY FOREST?

COMMUNITY
EVENT

MARKETING,
FLYERS OR
DOORHANGING

CITY
(PERMITTING
OR OTHER)

FRIEND, FAMILY
OR NEIGHBOR

MEDIA

OTHER: _____

