



**City of Richmond**  
*Urban Forestry Division – “Committed to Richmond’s Trees”*  
**Adopt – A – Tree Program**  
 Citizen Application Form

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

**Application Due between June 1 - Oct. 1, 2009 for the 2009-2010 Planting Season**  
**Payment Due with Application**  
 (checks payable to Richmond Recreation and Parks Foundation).

|   |   |
|---|---|
| Applicant Name: _____                                 |   |
| Mailing Address (include zip code):<br>_____<br>_____ | Planting address (if different from mailing):<br>_____<br>_____ |
| Phone Numbers: _____                                  |   |
| E-mail Address: _____                                 |   |

|                                   |   |                                   |  |
|-----------------------------------|---|-----------------------------------|--|
| Street Name (if on corner): _____ | <p>Please show outline of house<br/>&amp; adjacent houses if necessary</p> <p>Also include items like driveways &amp; sidewalks</p> | Street Name (if on corner): _____ | <p align="center"><b>MAP KEY</b></p> <p>Where relevant, please indicate on the map the approximate location of the following items:</p> <ul style="list-style-type: none"> <li>) Existing Tree</li> <li>* Existing Tree that may need to be removed</li> <li>○ Tree Stump</li> <li>• Desired location of tree(s) to be planted</li> <li>▲</li> </ul> |
| Street Name: _____                |   |                                   |  |

**SITE AND UTILITY INFORMATION**

1. Do you have a stump that needs to be removed?      Yes      No
2. Does your planting area have overhead telephone and/or power lines directly overhead?      Yes      No
3. What is the ground cover on your planting area (grass, gravel, dirt, mulch, etc...)? \_\_\_\_\_

By my signature below, I have read the [Tree Maintenance Agreement](#) and agree to water my new tree for its first two years. (This only applies for Adopt-A-Tree and Neighborhood Plantings.)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_