**City of Cedarburg**  

**Community Tree Planting Program – Request for Purchase**

Want to contribute to Cedarburg’s Urban Tree Canopy? Cedarburg residents and business owners can purchase trees to be planted in the public right-of-way (between the sidewalk and the street) through the City's tree purchasing program.

Community tree plantings occur annually in the **Spring (April 1-May 15th) and in the Fall (October 15th - November 15th).**

Requests for tree purchase can be placed at the Cedarburg Parks, Recreation, & Forestry office located at City Hall. The request deadline for a Spring planting is **February 28th*; the request deadline for Fall planting is August 31st;*** prior to *the* planting seasons. *Please note – some tree species are Spring-dig only and are not available for Fall planting.*

Once a Request for Purchase has been filed with the Office, the following procedure will be followed: 1) the City Forester will inspect the site to ensure there are no planting conflicts, 2) the City Forester will contact the Requestor to discuss tree species options, 3) if the Requestor chooses to proceed, payment can be made at the City of Cedarburg Parks, Recreation & Forestry Dept. for the amount purchase. The cost for tree planting is **$300 *per tree****.*

All trees are sourced from local, licensed nurseries, and come with a one-year warranty. Trees will be planted by a licensed contractor.

**Please Note:** The final decision on the planting location, type and species of treewill be determined by the City Forester based on: 1) our Street Tree Planting Plan or 2) which mature size of tree (small/ornamental, medium or large) is best suited for the specific location and 3) Requestor input. *In the interest of the City’s species diversity goals and because Maple species make up 38% of our public tree population, planting of Maple trees in the public right-of-way will be limited.*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tree Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Staff Only:** Amount: \_\_\_\_\_\_\_\_\_\_ Date Paid: \_\_\_\_\_\_\_\_\_\_\_ Cash/Check/Credit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Tree Ordered: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Type of Tree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Tree Planted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_