



GREENHILLS MEMORIAL TREE PROGRAM

To enhance the beautiful tree canopy in the Village of Greenhills, there is an opportunity to make a cash donation that will allow for the purchase and planting of a tree on designated public property in honor of, or in memory of, a current or past Greenhills resident or business owner.

The Village has identified areas where Memorial Trees may be planted. A list of the areas is available on the Village website at www.GreenhillsOhio.org under the heading “Tree Program.” Participants will be asked to choose from one of the locations available at the time of application. The designated planting areas may change every few years based on available land and the cycle of tree removals and planting needs.

Any request to donate a tree or trees in memory or in honor of a person or persons shall be processed in accordance with the following terms and conditions:

1. Requests shall be submitted in writing to the Municipal Manager. Memorials must be in honor or in memory of a current or past Greenhills resident, employee, or business owner.
2. Requests shall be reviewed by the Greenhills Tree Advisory Board, who will submit their recommendation to the Municipal Manager. All requests must be approved by the Municipal Manager.
3. The Village will accept a cash donation of \$750 for the following package: the purchase of a tree, the labor to install a Memorial Tree, and the marker. (This amount may increase periodically, based on market conditions, and it may increase if the donor is interested in purchasing a larger tree.)

The cash donation for the tree(s) and labor shall be paid in full and in advance. **Once made, there will be no refunds of donations.**

4. The Village has no duty to:
 - guarantee or maintain the tree(s) beyond the guarantee given by the nursery where the tree(s) were purchased;
 - transplant or replace tree(s) that have to be removed due to construction, paving, change in park design, etc.
 - replace tree(s) that die or are damaged by vandalism, weather, disease, etc. or plaques that are damaged.
5. The Village Tree Advisory Board and Village staff may confer with the donor concerning his or her preference regarding the species, size (caliper or spread), and location of the tree(s). By signing below, the donor acknowledges and agrees that the final decision concerning the type and size of tree(s) to be planted and their placement shall rest with the Greenhills Tree Advisory Board and the Municipal Manager.

Please indicate the type of tree you are interested in and a proposed location for the tree:

6. Trees will be planted 2 times per year., weather permitting.

7. A plaque installed on a 3' concrete base is included as part of this package and will be installed by the Village. The plaque is 4" x 8" in size and can hold a maximum of 3 lines, depending on size of lettering used (1/4", 3/8", or 3/4"). Please specify desired wording below:

Please note: the botanical name of the tree will be listed at the bottom of the plaque.

Name of Donor: _____

Address of Donor: _____

Number where Donor can be reached: _____

Email address of Donor: _____

By signing below, I hereby agree to the terms and conditions of the Greenhills Memorial Tree Program.

Signature of Donor

Date



For Office Use Only:

\$_____ paid by check made payable to the Village of Greenhills

OR

VISA/MasterCard accepted

___ Paid by check No. _____

___ Paid by VISA/Mastercard

Approved by the Greenhills Tree Advisory Board: ___ Yes ___ No Date: _____

Approved by the Greenhills Municipal Manager: ___ Yes ___ No Date: _____

Type of tree purchased: _____

Location of planting: _____

Date of planting: _____