

COMMEMORATIVE TREE APPLICATION

The Commemorative Tree Program was established by the Mayor and

Town Council as a way to honor family members and friends.

**Please print all information**

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Honoree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Suggested wording for engraving on plaque. Up to three lines. 45 characters, including spaces, per line.

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**TERMS AND CONDITIONS**

1. The Laytonsville Parks and Trails Task Force reserves the right to select the species of tree to be planted in the park property. Task Force members will work with the person purchasing the commemorative tree to find a mutually agreed upon location.
2. The selection of the tree species will be determined by availability and the design plan for the park.
3. The schedule for when to plant a tree is at the discretion of the Mayor. Trees are generally planted in the spring or fall to ensure the successful planting and health of the tree.
4. If the Laytonsville Town Council decides that a tree needs to be replaced, when possible, the applicant will be contacted and informed about the replacement.
5. No orders will be processed until payment is received. The cost, including the purchase, planting and maintenance of the tree, and the installation of a commemorative plaque, is $1,000.00. Checks are to be made payable to the Town of Laytonsville.

**By signing below, the applicant understands and accepts the terms stated herein.**

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Signature of Applicant Date

**Questions may be directed to:**

**Laytonsville Parks & Trails Task Force at** [**laytonsvilleparkstrails@gmail.com**](mailto:laytonsvilleparkstrails@gmail.com)

**Please Return Completed Application and Payment to:**

Town of Laytonsville

PO Box 5158

Laytonsville, MD 20882