# **PROGRAM DETAILS**

The City of Arlington Parks and Recreation Department invites you to participate in our Memorial Tree Program.

The program provides an opportunity to memorialize a loved one, honor a cherished friend or relative, or celebrate a special occasion through a living tree planted in one of Arlington's parks or facilities.

The cost of the program is \$400 to cover planting and care of the new tree, as well as an engraved brass leaf permanently displayed at the Parks and Recreation Administration office at 717 W Main St.



# MEMORIAL TREE - P R O G R A M -**ARLINGTON PARKS AND RECREATION DEPARTMENT** Mailing Address: Forestry and Beautification Division PO Box 90231 Arlington, TX 76004-3231 **Physical Address:**

717 W Main St Arlington, TX 76013 Phone: 817-459-5474

Fax: 817-459-5495 parksdepartment@arlingtontx.gov www.tinyurl.com/arlingtonforestry ARLINGTON PARKS AND RECREATION

# **ORDERING PROCESS**

The memorial tree will be a suitable native or adapted species chosen based on the preferences you select below. For a complete list of possible trees, please see the City's Approved Tree Species List available on our website (www.tinyurl. com/arlingtonforestry).

The planting location will be determined based on the needs of the Parks and Recreation Department, availability of planting space, species preferences you select, and the Department's ability to care for and water the tree. You may provide a preferred neighborhood, however the final planting location will be determined by the Parks and Recreation Department.

Please submit this completed application to the Parks and Recreation Administration office. You may deliver the application in-person, by mail, fax, or email (contact information is located on the back of the brochure). Please do not mail cash or credit card information. Once payment is completed we will proceed with the engraving. Trees will only be planted during the optimal planting season for the species, approximately between November and March of each year.

### **MEMORIAL INFO**

In memory or honor of:

Brass Leaf inscription: (50 character max excluding spaces)

### Select the desired quality of the memorial tree:

- Provide shade for patrons at a facility or playground
- Beautify an area with colorful leaves or flowers
   No preference

Select the desired stature of the memorial tree:

□ Tall, upright tree

Medium height, wide spreading branches
 Ornate, prominent small tree
 No preference

You may list suggestions such as a desired species or area of town to plant the tree:

(Please note: we will consider requests where possible; however, the species and planting location are at the sole discretion of the Parks and Recreation Department)

# PAYMENTINFO Your name: Business name (if applicable): Address: City: State:

Zip:

### Select payment:

□ Check (included)

□ Credit card (please call to complete payment) □ Cash (deliver to 717 W Main St)

Signature:

Date: