

# OUR CITY FOREST

## TREE STEWARDSHIP APPLICATION

We believe in the **POWER OF TREES** to transform homes, communities and cities. Mature trees clean air, fight drought, prevent crime and provide beauty for generations. For a healthy urban forest, our job is to help plant the **RIGHT TREE** in the **RIGHT PLACE** with the **RIGHT CARE**. Let's get started.

### TELL US ABOUT YOUR TREE

#### HOW MANY TREES WOULD YOU LIKE?

- Park Strip (within 10ft from street)  
 Front Yard / Back Yard  
 Other: \_\_\_\_\_

#### REMOVAL REPLACEMENTS

I am replacing a tree that was recently removed.

The stump has been fully removed (24" in depth). *\*Must be fully removed to plant.*

#### DO YOU HAVE A PERMIT?

If planting in a Park Strip (within 10ft from street), most cities require a permit, including the City of San Jose.

I already have a permit. *\*Please attach your permit to this application.*

I would like Our City Forest's help in obtaining a permit.

#### SPECIES

Indicate any particular species you would like to plant. We will help you get the right tree for the right place. If you don't know, tell us characteristics like Deciduous or Evergreen, flowering or non-, drought-tolerant, height, etc.

#### PLANTING ADDRESS

Name of Property Owner \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ Neighborhood \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

### TELL US ABOUT YOU

#### TREE STEWARD INFO

A Tree Steward is the person who will be caring for the tree. *\*See back side for details.*

I am both the Tree Steward and the Property Owner. *\*If checked, skip to the Special Requests questions below.*

Name of Tree Steward \_\_\_\_\_ Email \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

#### SPECIAL REQUESTS

I am a senior citizen *or*  I am a person with a disability and need volunteers to help plant my tree.

I would like to hire Our City Forest to plant for me. *(Additional cost)*

I would like to help coordinate a planting for my neighborhood or street.

**PLEASE FILL OUT BOTH SIDES OF THIS FORM, SIGNATURE IS REQUIRED.**

# I AGREE TO CARE FOR MY TREE

I agree to maintain the tree(s) for a period of **FIVE YEARS** following the Stewardship Care Required outlined below. I agree to return stewardship surveys, which will be sent periodically. I understand that Our City Forest (OCF) provides information on care of the tree(s) and that it is my responsibility, as the Tree Steward, to oversee their care. To ensure program success, I will plant the tree(s) at the address provided. I am aware that I am responsible for trees on my property for the duration of their life per the city code.

## STEWARDSHIP CARE REQUIRED:

**WATER THE TREE(S) REGULARLY:** 15 gallons per week.

**PROVIDE NECESSARY PRUNING:** OCF can provide pruning information, recommendations and instructions.

**KEEP THE WATERING BASIN MAINTAINED:** Remove debris, grass and other plants; maintain soil berm and mulch.

**KEEP THE TREE(S) PROPERLY STAKED:** Adjust and remove as necessary.

**RETURN STAKE(S) AFTER 2-3 YEARS :** Please return to the nursery at 1000 Spring St. San José. Stake pick-up is available for seniors and disabled residents.

**MONITOR THE HEALTH OF THE TREE(S):** Contact OCF if you need assistance and complete stewardship surveys which will be sent via email.

**SIGN HERE**

\_\_\_\_\_  
Tree Steward Signature Date

**SIGN HERE**

\_\_\_\_\_  
Property Owner Signature *\*Only required if different from Tree Steward* Date

## NEXT STEPS

**1** Please EMAIL, MAIL, or FAX this form to:  
streettrees@ourcityforest.org  
Our City Forest, 1590 Las Plumas Ave, San Jose, CA 95133  
f: (408) 998-1078

**2** Our City Forest will contact you as soon as possible to coordinate a site visit, schedule a planting demo and provide you with more information regarding costs and further instructions.

Questions? Call (408) 998-7337 x125

## HOW DID YOU HEAR ABOUT OUR CITY FOREST?

COMMUNITY  
EVENT

MARKETING,  
FLYERS OR  
DOORHANGING

CITY  
(PERMITTING  
OR OTHER)

FRIEND, FAMILY  
OR NEIGHBOR

MEDIA

OTHER: \_\_\_\_\_

