**Sample # 04 - Letter Agreement to Tree-Host from Neighborhood**

**Association / Sponsor**

(*Date*)

Dear Tree Host:

Thank you for participating in the \_\_\_\_\_\_\_\_\_\_\_ tree planting project by agreeing to be a tree

host. This fall, we are planting (*Number*) new trees in our neighborhood. We received the

trees as a grant from the City, which represents about a $(*amount*) benefit to our

neighborhood. In exchange for the grant of trees and by becoming a tree host, you are

agreeing to maintain your tree(s) for least two years from the time of planting. Maintenance

includes watering, mulching, weeding, and pruning the trees on a regularly scheduled basis.

The City of Dallas Arborists (ours is Phil Erwin at 214-948-4117) are around to answer

questions as well.

As you know, this tree planting has been organized and is being conducted by volunteers in

the \_\_\_\_\_\_\_\_\_\_. In doing so, we have worked with the City Arborist to select trees and tree

locations. Those locations have been staked with orange survey flags. We have also

worked with utility companies to attempt to ensure that the plantings do not interfere with

utilities. Finally, we are asking each host to let us know of any other potential impediments,

like sprinkler system lines, to planting the trees in the selected locations. By participating in

this tree planting and agreeing to be a tree host, we are also asking that you agree to fully

release \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, including all of its committee members and volunteers

working on this project from any and all claims, demands, liabilities, damages, actions and

causes of action, of every nature whatsoever, whether known or unknown, for any event

occurring, arising out of, related to, or in connection with this tree planting.

Before we can deliver and plant you tree(s) (type and quantity listed below), we will need to

receive this form returned to us and signed by you. Should you have any questions, please

feel free to contact either \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Again, we thank you for agreeing to be a tree host and we are very excited to see this tree

planting project be a successful contribution to our great neighborhood!

Tree Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Quantity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tree Host Name (printed) Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address