

Annex 2 – Application for the Planting of a Commemorative Tree

(BLOCK CAPITALS PLEASE)

Name:

Address:

.....

Email: Telephone number:

PREFERRED LOCATION FOR THE TREE (PLEASE PROVIDE AS MUCH INFORMATION AS POSSIBLE):

1stChoice:

.....
.....
.....
.....

2nd Choice (if applicable):

.....
.....
.....
.....

The Parks & Open Spaces Team will contact you if there are any queries regarding the proposed location.

GUIDELINES:

1. One tree per application.
2. The tree species and location will be agreed between the Council and the applicant. The Council's decision being final.

NOTES:

1. Please return one signed and dated copy of this form to: **Parks & Open Spaces, Observatory House, Windsor Road, Slough, Berkshire**
2. Subject to the agreement of the trees location, an invoice for **£150.00** for a 12/14cm girth or **£250.00** for a 16-18cm tree will be sent to you. Prices include VAT at 20% (Please delete whichever tree is not applicable). Other tree sizes may be available and these will be priced accordingly.

(Please **do not** send payment. An invoice will be sent on receipt of the application form).

I/We have read the Conditions set out on the back of this form, subject to which the Council is prepared to provide and plant a Commemorative Tree and agree to be bound by them.

Signed: Date:

Conditions

1. Throughout its existence, the tree will remain in the ownership of the Council.
2. Reasonable effort will be taken by the Council to maintain the tree in good condition. Although, not liable for its replacement, any tree which dies, is damaged or is stolen by whatever reason or means, the Council will reserve the right to replace it entirely at its discretion and at its own expense.
3. No plaque of any size or description is to be installed with trees planted in parks and other green spaces unless otherwise authorised by the Council. Slough Cemetery and Crematorium may be able to provide plaques for trees planted within their grounds. Please contact: 01753 523127 or 01753 520702 for further information.
4. The Council reserves the right to relocate or remove completely any tree if it is deemed to be in the Council's best interest. Notification of such action will be made to the applicant at his or her last known address.

(Office Use Only)

Tree No. Date planted

Tree species

Sum paid £ Invoice No

Invoice date



Data Protection Legislation

Personal information contained within this form is subject to the Data Protection Act 1998 and will be used for administration purposes only