



**Reno Urban Forestry**  
 2055 Idlewild Drive  
 Reno Nevada 89509

**Memorial/Commemorative Tree Plaque Application**

<b>Applicant's Name:</b>		<b>Date:</b>	
<b>Address:</b>			
<b>Phone Number:</b>	(    )	<b>E-mail:</b>	
<b>Requested Park:</b>			
<b>Requested Tree Type Circle one:</b>	<b>Evergreen</b>	<b>Large Shade</b>	<b>Flowering</b>

Plaques are cast bronze, 5" x 8" in size with 6 lines. First line is dedication; final two lines will be tree common and Latin names with three lines for applicant use.

**Option (circle one): Plaque at an existing tree - \$1000 Plaque and new tree - \$1500**  
*(Final tree selection at discretion of Urban Forester based on availability)*

<b>Dedication Line (1<sup>st</sup> line, circle one)</b>	<b>In Loving Memory of</b>	<b>In Honor of</b>	<b>Dedicated by</b>
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Fill in Lines 2 -4 (one letter per box, including spaces):

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	

Lines 5-6, Tree Name (Completed by City staff):


Complete and submit this form to the address above with a check made payable to City of Reno. An Urban Forestry representative will contact you to finalize the actual tree location and species. Plaques typically take 6-8 weeks for fabrication after approval of final wording and layout. Plaque will not be ordered without prior payment.

No other plaques, markers or decorations of any kind are permitted on the site. The City will make every reasonable effort to maintain trees but will not be responsible for acts of nature, survivability of trees, damage or vandalism to trees. At the City's sole and absolute discretion, the City may replace memorial trees but shall not be required to replace or repair memorial plaques.

For additional information, contact the Park Maintenance Division at (775) 334-2270.

<b>City Use Only:</b>	
<b>Tree planting date:</b> _____	<b>GPS coordinates:</b> _____
<b>Date Logged in database:</b> _____	<b>Applicant notified:</b> _____