



Memorial Tree Application

Recreation Services Division

2025

The City of Fort Dodge offers a memorial program through the purchase of trees that may be placed within city parks, trail network or city facilities. Your generous gift will benefit our residents as well as the many park users that visit our community.

The tree memorial package includes the tree, temporary plaque and installation & protection.

Please fill out the application and return to our office:

- Drop off or mail - Citizen's Central, 617 Central Avenue, Fort Dodge 50501
- Email - parks@fortdodgeiowa.org

Before your request will be processed the following must be completed:

- A signed application
- Agreement form
- Tree and plaque fee paid (*if ordering a plaque*)
 - \$250 for tree, planting, warranty, staking and deer protection. Temporary tree plaques are \$25/per tree.

Memorial Information

- Clearly print the name/group you would like on your memorial plaque.
- One line: up to 16 characters.
- Two lines: up to 16 characters on line one and 18 characters on line 2.
- Spaces and punctuation count as one space.

Other Memorial Options

If interested in other memorials we welcome discussion on some of those options. Examples are playgrounds, bottle filling stations, park amenities such as doggie stations, park benches, swings, grills, picnic tables, exercise stations, etc. The list is endless. We can work to find something that fits your needs and budget.

For questions, please call 515-576-7237.

Tree Memorial

Order Form

2025

Please fill out the information and return it to us with cash/check.

TREE OPTIONS (check either small variety or medium/large variety)

_____ **Small – ornamental tree**

Examples: Japanese or Ivory Silk Lilac, Bradford Pear, and Flowering Crabapple

_____ **Medium to Large – hard wood tree**

Examples: Oak, Elm, Maple, Linden, and Locust

TEMPORARY TREE MARKER

Line 1: *In Honor of* *In Memory of* *Donated By* (Circle One)

Line 2: _____ (Name)

Line 3: *From* *Love* (Circle One)

_____ (Name)

LOCATION OPTIONS FOR MEMORIAL

First Choice: _____

Second Choice: _____

CONTACT INFORMATION

Name: _____

Cell Phone: _____

Email: _____

Address: _____

OFFICE USE ONLY:

Amount Paid: \$ _____ Cash Check # _____ Date Paid: _____

City Staff Signature: _____

Memorial Tree Agreement

Memorial trees and plaques may be placed in pre-approved locations designated by city staff. These memorials are subject to the following conditions.

- The tree and plaque will be purchased by the City of Fort Dodge.
- The tree and plaque will be installed by city staff.
- The City of Fort Dodge is not responsible for lost, stolen or vandalized markers.
- **No decorations (flowers, lights, ornaments, etc.) are permitted on or around the memorial. If any of these items are found, they will be removed and disposed of by staff.**
- The tree's warranty will be guaranteed for a period of 1 year after planting. After 1 year if any vandalism or damage occurs, removal will be at the discretion of city staff and replacement will be the option and expense of the donor if they so desire.
- Due to park or facility upgrades, trees may need to be removed. If that circumstance arises, the tree will be replaced by the city.
- All tree markers will be added to a permanent amenity as they are developed in each park.

By signing below, I accept the conditions and requirements of the City of Fort Dodge Memorial Tree Program.

Donor Date

City Staff Date

OFFICE USE ONLY:	
Pre-Order Approval Date: _____	Planting Date: _____
Location: _____	Warranty expiration: _____