



CITY OF MARCO ISLAND – PARKS AND RECREATION TREE DONATION FORM

Thank you for your interest in donating a tree to the City of Marco Island, Parks and Recreation. This gift is a wonderful contribution to the health, beauty, and enjoyment of our city parks and trails.

Please read and complete this form in its entirety:

NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

CONTACT INFO: _____ EMAIL: _____

PARK LOCATION(S): Please select two parks- 1st choice and 2nd choice.

Calusa Park: _____ Founder Memorial Park: _____ Frank E. Mackle Park: _____

Jane Hittler Park: _____ Leigh Plummer Park: _____ Marco Island Racquet Center: _____

Winterberry Park: _____ Veterans Community Park: _____

TREE SPECIES: Please refer to Recommended Trees for Marco Island sheet available online: [Recommended Trees for Marco Island | City of Marco Island Florida](#) or a copy can be emailed to you per request. *Trees should be 12 to 24 feet in height, 6-foot spread, 3 inch caliper, 6 to 7 feet clear trunk, 65 gallon minimum. Container or ball should be burlapped (B&B).**

Installation: Must be completed by a licensed and insured Landscaper/Arborist. Location and installation scheduling must be coordinated with and approved by the Parks & Recreation Manager or designee.

Dedication Plaque: Tree plaques shall be 3.5” by 6” and mounted on a Tree Plaque stake that is secured into the ground next to the tree. Please provide a proof with the desired wording and background information to the Parks & Recreation Manager or designee for approval prior to installation.

1. What tree species do you wish to donate? _____
2. What is the size of the tree you are donating? _____
3. Estimated installation date (**After** acceptance email has been received): _____
4. Tree Planting Contractor info: _____

5. Any additional information you would like to include? _____

**The City will provide its regular standard of landscape care for the tree. If the tree does not survive, or is negatively impacted by an act of God, the City is not obligated to provide a replacement. The City will make every effort to preserve any dedication plaque, however the City will not be responsible for repair or replacement of any dedication or memorial plaque.*