

City of McPherson  
Public Lands & Facilities  
607 W 1<sup>st</sup> St.  
McPherson, KS 67460  
620-245-2565

## Tree Reimbursement Application

Help McPherson maintain its beauty...Plant the "right tree" in the "right place"!

Guidelines for reimbursement are on the reverse side of this application.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Tree species and description of planting location on property.

(Example: NW corner, back yard)

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2. Tree species and description of planting location on property.

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After the P.L.F Staff has inspected your property and agrees with your planting specifications you will be eligible to receive a reimbursement of 50%, up to \$100 per tree.

Attached to this application, is my receipt from a certified/licensed nursery or landscape designer.  
I promise to maintain our new tree(s), for a minimum of three years.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*I have inspected the above property and agree with the proposed planting specifications above.*

P.L.F Representative: \_\_\_\_\_ Date: \_\_\_\_\_

*I have inspected the above property and DO NOT agree with the proposed planting specifications above and disqualify the applicant in participating in the City of McPherson Public Lands & Facilities Tree Planting/Reimbursement Project. (Objections are listed on the back of this application)*

P.L.F. Representative: \_\_\_\_\_ Date: \_\_\_\_\_

## Guidelines for Tree Planting Reimbursement Program

1. Tree(s) must be purchased from a certified/licensed nursery & or landscape architect/designer. Certified/licensed nursery includes any nursery, which has, at minimum, 25% of its total income from live plant stock. Property owners who contract with landscape architects/designers, who are licensed/insured to provide those services, must submit a receipt certified/licensed nursery, where tree(s) were originally purchased.
2. Maximum of two trees per property/year.
3. Trees may be planted in front, back, or side yards.
4. Species must be selected from the “Trees for McPherson” brochure.

Note: Amur Maple must be the single stem variety.

5. Property owners must live within McPherson City limits.
6. After submitting tree planting application and required receipts to Parks Office, 607 W 1<sup>st</sup> Street, tree(s) must be planted, and location(s) approved by a member of P.L.F Staff, before the owner will be reimbursed. Please allow 3-6 weeks for reimbursement.
7. Promise to maintain your tree(s) for a minimum of three years.
8. You must apply for reimbursement during the calendar year in which the tree is planted. For trees planted in December, the application must be submitted to the city within 30 days of purchasing.
9. Submitting application authorizes McPherson P.L.F staff to enter property to inspect tree location and planting details.

Please contact the Public Lands and Facilities, with any questions you may have about the Planting Reimbursement Program. 620-245-2565

Dial 1-800-DIG-SAFE before digging planting holes, to make sure you DIG SAFE.



# TREE CITY USA®

An Arbor Day Foundation Program

**Office Use Only:**

**Date:** \_\_\_\_\_

**Account:** \_\_\_\_\_

**Staff:** \_\_\_\_\_

**Invoice#** \_\_\_\_\_

**Nursery:** \_\_\_\_\_

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Revised 10-2022

Revised 8-2024