

Arlington Tree Planting Program Application Checklist

In order to get a free tree planted on your property, we require the completion of an online application with the information detailed below. Let us know how we can help as we want to make sure you have a successful application that gets approved by our review committee.

If any of the situations below apply to you please fill out our [Tree Inquiry Form](#).

- If you need any assistance in completing the application.
- If you are applying for four or more trees on your property.
- If you need help selecting a species or the location to plant your tree.

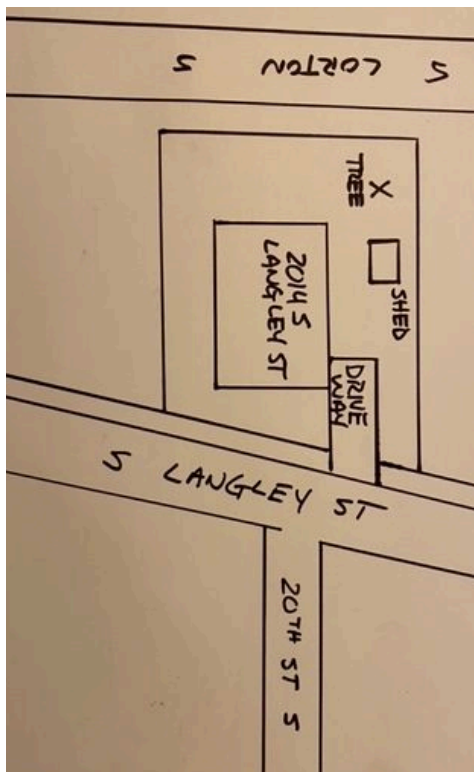
All applications for trees need to include the following information:

- Full contact information including cell phone and email for the person completing the application.
- Full contact information including cell phone and email for the property owner or manager if different from the person completing the application.
- The cell phone and email of a second contact person who can help if we are unable to talk to the applicant and/or property owner.
- Species selection.
- Street address including zip code of the location where the tree will be planted.
- Nearest cross street to the location where the tree will be planted (which enables our planting contractor to get clearance from Miss Utility.)
- Description of the planting site. Please describe the exact location when facing the front door. *Example: if you are facing the front door, the tree or shrub will go in the front yard on the left side of the property, next to the driveway, about twenty feet from the street.*
- A photo of the planting site. See below for an example. Please have someone stand in the location where the tree will be planted and provide a wide angle shot.
- A sketch showing the location where the tree will be planted in relationship to the house/building. See below for an example.

Photo Example:



Sketch Example:



We also require applicants to verify the following information:

- Trees only: The planting location has access to a minimum of 100 square feet of soil space
- Trees only: The planting location is at least 20' away from any overhead wires.

- The planting location does not have a dead tree or old stump in it. If there was a dead tree in the spot before, it was removed before September 1, 2023. Note - EcoAction Arlington and our planting contractor do NOT remove dead trees.