

# Memorial Tree Form

Please fill out items 1 through 5. Fax it to Grounds Maintenance at 775-2980. If you have any questions, please give us a call at 775-2590.

1. In Memory/Honor of \_\_\_\_\_

2. Plaque Wording \_\_\_\_\_  
\_\_\_\_\_

3. Date of Ceremony \_\_\_\_\_

4. Tree Info \_\_\_\_\_

4a. Preferred Location

4b. Preferred Variety

5. Requestor \_\_\_\_\_

Name

Signature Date

6. Foapal to be charged :

Fund

Org

Account

Program

Activity Code

For Office Use Only (Do not Write in this section)

Plaque \_\_\_\_\_

Cost

Type

Date Ordered

Tree Info:

Variety \_\_\_\_\_

Purchased From/Date Purchased

Date Planted \_\_\_\_\_

Planting Location