SPRINGFIELD TOWNSHIP
MEMORIAL TREE DONATION

Memorial Tree Details
Thank you for your interest in donating a memorial tree to Springfield Township. The donation will benefit residents and the community for many years and is much appreciated.

The Memorial Tree Donation allows groups and individuals to donate trees to commemorate special events, honor individuals or agencies, or as memorials to loved ones. Trees purchased through the program are planted and/or placed in Township parks. Exact placement and tree breed is at the discretion of the Parks and Recreation Department.

Each tree costs $250. This fee includes the tree, plaque and continued maintenance of the tree (fertilizer, pruning, mulching, etc.). After the tree is planted, the contact person will receive a confirmation of the planting location. Trees ordered from April 1 through October 15 will be planted in the late fall. Trees ordered October 16 through March 31 will be planted in the spring.

1. Donor will provide Township with a plaque proof.
2. Once a tree location and plaque proof is approved by Township staff, donor will submit payment of $250 with a check made payable to Springfield Township.
3. Upon receipt of payment, Township staff will order the tree.
4. Township staff will contact the donor when the tree is received to discuss the installation.
5. Township staff will email the donor a photograph of the tree after planting.
6. Township staff will provide the donor with a donation recognition letter.

Donor Name:

Donor Address:

Contact Email:

Contact Phone #1 | Phone #2

Donor Signature: | Date:

Email completed forms to ecroke@springfieldmontco.org.
Or mail to: Springfield Township Attn: Parks and Recreation
1510 Paper Mill Road Wyndmoor, PA 19038

Office Use Only

Rental Fees and Requirements
☐ $250.00 for each tree

Date Received: | Payment Check #: