



Environmental & Regeneration

Memorial Tree: Placement Request

Section 1: Applicant Details

Please **PRINT** clearly

Name:

Address:

Town:

Post Code:

Tel No:

e-mail:

Section 2: Tree Details

Please tick the box below to select the tree type.

Malus (crab apple)	
Acer	
Cherry	
Birch	
Rowan	
Beech	
Other hardwood	

Section 3: Location details

Please **PRINT** clearly

Please describe where you wish the tree to be sited (be as precise as possible)

If it is not possible to site the tree at your chosen location, an Officer will contact you to discuss an alternative.

Preference 1:

Preference 2:

Preference 3:

Section 4: Details of Dedication

Please **PRINT** clearly

The Council reserves the right to decline the wording of a dedication.

If there is a concern over the chosen wording, an Officer will contact you to discuss this.

(Please use a maximum of 35 words)

Please do not decorate, leave ornaments, or add edging or stones at the site of the memorial trees. This includes, but is not restricted to: cut flowers, planted shrubs and flowers, stone chips, wooden edging, artificial grass, slabs, toys, solar powered lights, bird feeders, football colours. The Council reserves the right to remove all such items.

Signature of Applicant:

Date:

Please email the completed form to: -
environmental.services@inverclyde.gov.uk

or post to: -

Inverclyde Council
Unit 1
Ingleston Park
Cartsburn Street
Greenock
Inverclyde
PA15 4UE

Please allow 4 to 6 weeks for the tree to be supplied and planted.

Section 5: FOR OFFICE USE ONLY

Date Received:

Applicant Contacted:

Confirmed Location (if different from above):

Proof Sent to Customer:

Proof Returned by Customer:

Installed:

Receipt No:

Pass to Technical Team for inclusion on database

On Dbase:

Intls:

Pass to Admin section for filing