



CITY OF MADISON PARKS DIVISION
Flower Garden Application



Complete and submit application by **Wednesday, April 14, 2021.**

Email: parksvolunteer@cityofmadison.com

OR Mail: Flower Gardens, c/o Tracey Hartley, 1402 Wingra Creek Parkway, Madison, WI 53715

Volunteers have been maintaining beautiful and colorful gardens in our community since 1986. Our city, residents, and visitors greatly appreciate the efforts placed on the flower garden maintained. Thank you in advance for your time and commitment. Fill out the information below:

NAME OF GROUP:		
CONTACT:		
ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	EMAIL:	
LEAD GARDENER:	# OF VOLUNTEERS:	# OF GARDENS:

PARK INFORMATION

PARK NAME:	LOCATION IN PARK:
NEW GARDEN: <input type="checkbox"/> YES <input type="checkbox"/> NO	ALDER AND DISTRICT NAME:

Do you need assistance recruiting volunteers to help with your flower garden? YES NO
 If yes, please provide specifics on what you need help with.

FLOWER BED DESIGN

Do you have any major changes to your flower bed this year? YES NO
 If yes, please submit a revised plan by mail or email.

VOLUNTEER EXPECTATIONS

- Long-term commitment – Dedicated to maintenance and upkeep of the flower bed(s).
- Maintenance plan – Attend to all required aspects of maintaining; including, site prep work, planting, watering, weeding, mulching, and litter removal.
- Water source – If there is no water source, the expectation is to haul in water for the garden.
- Plant orders – Complete application by deadline requesting type of plants and quantity.

Please contact Tracey Hartley, Recreation Services Coordinator with questions, comments or special request at thartley@cityofmadison.com or (608) 267-4919.

VOLUNTEERS

All volunteers must fill out a Volunteer Release Form and return it to Madison Parks Division office.

Email: parksvolunteer@cityofmadison.com

OR Mail: City of Madison Parks Division, 1402 Wingra Creek Parkway, Madison, WI 53715

Please fill out the back of this form for Flower and Mulch Orders.

FLOWER ORDER

Common Name	Botanical Name	Color/Variety	Quantity	Alternative

MULCH ORDER

Mulch Needed (by Cubic Yard)

WHEN NEEDED

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IMPORTANT DATES

Wednesday, April 14, 2021 **Flower Garden Application is due**

Wednesday, May 19, 2021 **Flower pickup day**
10 am – 1 pm **Goodman Pool parking lot**
 325 W. Olin Ave.
 Madison, WI 53715