

**REQUEST FOR PROTECTED TREE  
 MAINTENANCE, EVALUATION OR REMOVAL**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

1. Location of tree work if different from above address:  
 \_\_\_\_\_

2. Are you the owner of this property? \_\_\_\_\_ Or are you acting as the agent for the property owner?  
 \_\_\_\_\_ If you are an agent of the owner, we must have the property owner's signature:  
 \_\_\_\_\_

3. Is the work in the public right-of way or on other public property?

4. What is the purpose of work (View pruning, routine maintenance - thinning/removal of  
 branches, removal of a dead/dying tree, or... something else)?  
 \_\_\_\_\_  
 \_\_\_\_\_

5. Would you like the Town Arborist to perform an evaluation? \_\_\_\_\_ Or will you submit  
 an independent evaluation? \_\_\_\_\_ If no action is required, the total expense of  
 evaluations is to be paid by the property owner. In the event maintenance or removal is required, the  
 Town will reimburse the property owner for the evaluation in an amount not to exceed \$200.

6. Describe work requested and indicate the number and type of trees involved. Illustrate below or on the  
 back to clarify if necessary.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

7. Indicate the tree service you intend to contract for the requested work. Have you already contacted  
 them? Company: \_\_\_\_\_  
 Phone: (\_\_\_\_\_) \_\_\_\_\_ Contacted yet? \_\_\_\_\_

8. What is your goal for when work is to begin? Date: \_\_\_\_\_

Action Taken:  
 \_\_\_\_\_  
 \_\_\_\_\_

Closing Date: \_\_\_\_\_ Final Disposition: \_\_\_\_\_