



Incorporated Village of Malverne  
**TREE BEAUTIFICATION COMMITTEE**  
*Working Together to Keep Malverne Green*  
99 Church Street • Malverne, NY 11565-1726  
Phone: 516-599-1200 • Fax: 516-599-0613



Annual Tree Planting Program

October 2024

Dear Resident,

Thank you for your interest in the fall tree planting initiative. In the past year, you have either inquired about having a tree planted, or have had a curb tree removed by the Village and agreed to plant a replacement through this program.

We are pleased to offer residents a lovely selection of trees for planting. Please review the selections at <https://www.malvernevillage.org/tree-policy> and choose the appropriate tree for your preferred location.

Trees may be planted on the strip between the curb and sidewalk or on the front lawn. Please pay close attention to the selection guidelines, as some trees are considered "wire friendly" and others are only suitable for front yard planting.

Planting will take place in late-December or early January. Prior to the planting the contractor will mark the utility lines in front of your property. The planting will take place shortly thereafter. At that time, the Village will deliver a marker flag to your home. **Please mark where you would like the tree placed.** The contractor will do his best to comply with your request so long as the location does not interfere with below ground utility lines.

**Your application and payment must be returned to Village Hall no later than November 1, 2024.** The cost to homeowners is \$215 per tree and a reduced rate of \$175 per tree for senior citizens aged 65 or over. This is a substantial savings, as the Village is subsidizing a significant portion of the total cost. This cost includes the tree itself, utility line marking, the planting of the tree, and a one-year guarantee by the contractor. A maximum of two trees per property may be purchased at this reduced price. If you wish to purchase additional trees, please contact us for further instructions.

If you have any questions, please email [info@malvernevillage.org](mailto:info@malvernevillage.org).

Sincerely,  
*The Malverne Tree & Beautification Committee*



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**Annual Tree Planting Program - APPLICATION**

**2024 TREE SELECTIONS** -Please review tree descriptions at <https://www.malvernevillage.org/tree-policy>

CURB/WIRE FRIENDLY  Autumnalis Flowering Cherry  European Hornbeam  October Glory Red Maple  
FRONT LAWN ONLY  Eastern Redbud  Kousa Dogwood

**PLEASE USE THE FOLLOWING GUIDELINES IN YOUR SELECTION**

1. Look for wires above each location – only wire/curb friendly trees will be planted under wires. Lawn Trees can only be planted on the front lawn, not on the curb strip.
2. When selecting placement of tree be mindful of any water main, gas service and signage. Proper distance must be kept from these items. **Contractor will make final decision on placement.**
3. New tree cannot be planted in exact same location as a recently removed tree.
4. All Village Codes will be followed in regard to spacing from corners, traffic signs and utility poles.
5. If ordering more than one tree, please take into account future growth and space at least 20' apart.
6. Corner homes - please indicate if different conditions exist on each street and on which street tree(s) is to be planted. \_\_\_\_\_

REMEMBER, YOUNG TREES NEED TO BE WATERED WEEKLY FOR AT LEAST TWO YEARS. CARE INSTRUCTIONS MUST BE FOLLOWED TO ENSURE PROPER GROWTH AND TO MAINTAIN ELIGIBILITY FOR 1 YEAR CONTRACTOR GUARANTEE. **DEEP WATERING IS NECESSARY TO DISCOURAGE SURFACE ROOT GROWTH. SPRINKLERS ARE NOT ENOUGH.**

**INDICATE YOUR SELECTION BELOW**

Street name \_\_\_\_\_ Cross Streets \_\_\_\_\_

CURB/WIRE FRIENDLY  FRONT LAWN

FIRST CHOICE \_\_\_\_\_ SECOND CHOICE \_\_\_\_\_

Did you check for wires? \_\_\_\_\_ (initial) # Trees \_\_\_\_\_ Amount Enclosed \$ \_\_\_\_\_  
 (Payable to Inc. Village of Malverne)

The committee will make every effort to fulfill your request. This is first come, first served program and some varieties are limited. We cannot assure that specific trees will be available at time of planting. The undersigned understands and agrees that plantings are to be maintained by the homeowner. The Village will only remove a tree if it's diseased or dead. Sidewalks are the resident's responsibility. Tree will not be removed by the Village if it damages the sidewalk. I am aware that the tree comes with a one year guarantee from date of planting provided proper watering and care by the homeowner. The Village and Contractor are not responsible for sprinkler systems moved or damaged during the planting. I agree to hold harmless the Village of Malverne, its agents, officers, and employees for any damage or injury caused by reason of planting, placement, maintenance, or removal of trees.

Signature of Applicant: X \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**APPLICATION AND PAYMENT MUST BE RETURNED TO VILLAGE HALL BY NOVEMBER 1<sup>st</sup>.**