

# 2023 TREE PLANTING & FABRIC SERVICES ORDER FORM

\*ORDER EARLY FOR BEST SELECTION OF TREES\*

Open House @ office – January 5, 2023 8a-3p • Early-bird deadline – March 31, 2023



1005 High Ave NE, Willmar MN 56201  
P:(320) 235-3540 X3, [www.Kandiyohiswcd.org](http://www.Kandiyohiswcd.org)

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Contact Information	
Name:	_____
Address:	_____
City:	_____ ZIP: _____
Phone:	_____
Email:	_____

SERVICES	
<b>TREE PLANTING SERVICE</b>	<b>Quantity Total</b>
0-300 trees: Minimum charge (\$275)	_____ \$ _____
301+ trees: \$275 + \$0.50 per tree	_____ \$ _____
<b>FABRIC – INSTALLED by SWCD</b>	<b>Quantity Total</b>
Fabric Roll + installed (6ft x 500ft) \$275.00	_____ \$ _____
<b>OTHER CHARGES</b>	<b>Total</b>
Out of County Fee (\$50 outside of Kandiyohi)	\$ _____
<b>District Policies:</b>	
Kandiyohi SWCD sells trees and provides planting for use in conservation plantings only. Conservation plantings include field windbreaks, building site shelterbelts, feedlot windbreaks, and wildlife plantings. Trees shall not be sold or planted by Kandiyohi SWCD for ornamental purposes, privacy hedges or for planting in nurseries with the intention of transplanting for other conservation purposes.	
Be sure to talk to SWCD staff about a tree planting plan.	
If you are interested in seed for your tree rows, please contact the office to special order.	
No trees or shrubs on the Minnesota invasive species shall be offered in our programs.	

PAYMENT	
<b>Grand Total</b>	\$ _____
<b>Down Payment:</b> cash or check	\$ _____
Date _____	
Receipt # _____	
<b>Final Balance Due:</b> cash or check	\$ _____
Date _____	
Receipt # _____	
<b>Payment Policies:</b>	
Kandiyohi SWCD requires payment in full on all orders under \$300.	
A 25% down payment on estimated grand totals.	
Cash or local checks only.	
The final balance on tree planning services or fabric laying services are due when invoice is received.	

**MEMORANDUM OF UNDERSTANDING**

Kandiyohi SWCD requires payment in full on all orders under \$300. A 25% down payment on orders over \$300. Tree prices on the TREE ORDER form DO NOT include tree planting services or fabric laying services. Tree planting services or fabric laying services **are a separate expense**. Site preparation is required by landowner and if not adequate, staff will **not** plant your trees. If planting services are requested, it is the landowner's responsibility to provide a **tractor and driver** as well as **site preparations**. If fabric services are request, it is the landowner's responsibility to provide a **tractor and small crew** of people to assist with fabric. Kandiyohi SWCD offers no guarantees for tree stock--the Kandiyohi SWCD is **not liable** for your trees once they have been picked up or planted by the Kandiyohi SWCD staff.

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

All programs and services are available without regard to race, color, national origin, religion, sex, age, marital status, or handicap.