January 27, 2020

Dear Gardener:

It’s time to reserve a garden plot at Village Green Park. Enclosed please find a copy of the 2020 garden registration and agreement form, plot layout and guidelines. Due to the high demand for plot rentals, only one plot can be reserved per household.

**20’ x 20’ Garden Plot Registration Fees**
- $30 for resident of Glen Ellyn Park District
- $45 for non-resident
- $15 for resident age 60 or older

**10’ x 10’ Garden Plot Registration Fees**
- $20 for resident of Glen Ellyn Park District
- $35 for non-resident
- $10 for resident age 60 or older

**IMPORTANT DATES**
- **February 3 – 28**: Plot renewals open for returning gardeners
- **March 6 – 13**: Remaining plots available to all through a lottery process
- **March 13**: Lottery registration closes - then, it is first come first served
- **May 1**: Gardens open
- **October 15**: Harvest effort for the Glen Ellyn Food Pantry
- **November 1**: Last day of gardening season

Please complete the registration form, including the check box acknowledging you have read and understand the rules and regulations, and return it to the Park District before the deadline. Registration forms must be dropped off at Spring Avenue Recreation Center, 185 Spring Avenue, Glen Ellyn, IL 60137. Office hours are Monday through Thursday, 8:30am-8pm, Friday, 8:30am-5pm and Saturday, 9am-noon. You will receive a confirmation once your registration has been entered into our system. If you need assistance, please call (630) 858-2462. We look forward to a great 2020 garden season.

Sincerely,

Renae Frigo - Manager of Natural Areas & Outdoor Education
rfrigo@gepark.org
First Name: ___________________________ Last Name: ___________________________

Date of Birth: ___________________________ Male/Female: ___________________________

Address: ___________________________
City/State/Zip: ___________________________

Primary Phone: ___________________________ Second Phone: ___________________________

Email: ___________________________

2020 Registration Fees & Deadlines

<table>
<thead>
<tr>
<th>Plot Size</th>
<th>20’ x 20’ Plot Fee</th>
<th>10’ x 10’ Plot Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident</td>
<td>$30</td>
<td>$20</td>
</tr>
<tr>
<td>Resident Senior (60 &amp; Up)</td>
<td>$15</td>
<td>$10</td>
</tr>
<tr>
<td>Non-Resident</td>
<td>$45</td>
<td>$35</td>
</tr>
</tbody>
</table>

Payment Details

Method of Payment (Circle One): Cash Check Visa Mastercard AMEX Discover

Credit Card #: ___________ - ___________ - ___________ - ___________ Exp: _______/_______ CID: ___________

OFFICE USE ONLY - Garden Plot Number: ___________________________ Program Code: ___________________________

Waiver & Release of All Claims

Please read this section carefully and be aware that in signing, up and participating in the above identified programs and activities, you will be expressly assuming the risk and legal liability and availing and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with said programs/activities (including transportation services, when provided). I recognize and acknowledge that there are certain risks of physical injury to participants in these programs/activities, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in these programs/activities against the Glen Ellyn Park District, including its officials, agents, volunteers and employees (hereinafter collectively referred as "District") I do hereby fully release and forever discharge the District from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor, child/ward arising out of, connected with, or in any way associated with these programs and activities. You may return this waiver and release by mail. It is mutually understood that the facsimile document shall substitute for and have the same legal effect as the original.

☐ Check this box to acknowledge that you have received a copy of the Garden Plot Rules and Regulations, and that you have read and understand the expectations of renting a garden plot.

Signature: ___________________________ Date: ___________________________

Mail or Drop-Off Forms To: Glen Ellyn Park District, 185 Spring Avenue, Glen Ellyn, IL 60137
Community Garden Plots
Information, Rules, and Guidelines

A. Facilities
There are sixty-one 20’ x 20’ and fifteen 10’ x 10’ garden plots at Village Green Park.

B. Registration Fee
The registration fee for a single 20’ x 20’ plot is $30 for residents of Glen Ellyn Park District, $45 for nonresidents and $15 for senior citizen residents of the Glen Ellyn Park District age 60 or older. The fee for a 10’ x 10’ plot is $20 for residents of Glen Ellyn Park District, $35 for nonresidents and $10 for senior citizen residents of the Glen Ellyn Park District.

C. Registration
2019 participants can renew the registration on a garden plot February 3 through February 28th, 2020. Registration will be limited to one plot per household. Garden plots not renewed will be offered to the public by a lottery beginning March 6th and ending March 13th, 2020. After that, it is first come, first served.

D. Rules and Guidelines
1. Plots will be leased to a single individual, family or organized group for one season (approximately May 1st through November 1st). Any changes or transfer of plots must be approved by the Parks Department.

2. All cars must be parked in one of the designated parking spaces. Do not drive off the asphalt road or park along the road.

3. All gardeners must provide their own tools and accessories. The Park District is not responsible for lost equipment.

4. Should you decide to fence or stake your plot you should first obtain permission from adjoining renters. If your plot is adjacent to a walking aisle, please leave a one (1) foot space between your fence and the aisle. All pathways are 24” wide. Do not include the path as part of your plot.
5. Please be considerate of your neighbor. Do not walk through other gardens, and children should be closely supervised.

6. Gardeners are expected to weed and maintain their entire plot throughout the season until closing on November 1.

7. All refuse or debris must be disposed of properly. Do not pile the debris along the outer edge of the garden plots. Please use the composting bins on site for all bio-degradable plant material.

8. No signage, banners or any other advertising is allowed on Park District property.

9. All fencing, stakes, and personal affects must be removed no later than November 1st. If the plot is not cleared out, renter will lose priority registration for the next season. Any materials/equipment left behind will be disposed of accordingly.

10. Depending on weather conditions the plots will be turned over for the following season after this date.

11. Any plot not planted/used by May 30th will be leased to the next person on the waiting list; no refund will be issued for original plot(s) holder.

12. If weeds reach 12” tall, the Glen Ellyn Park District has the right to mow the entire plot. In such a case, a red stake will be placed in the plot, a phone call warning will be issued, and renter will have one week to weed before it will be mowed. If a second weed violation occurs, the same procedure will take place. A third offense will result in forfeiting use of the plot.

13. While the Park District tills the soil at the beginning of each season, gardeners may need to till again prior to planting. The Park District’s goal is to have the plots opened by May 1st, but if extremely wet weather occurs, the opening may be delayed.

14. Each garden plot will be numbered by the Parks Department per the attached map. Please keep this number visible somewhere in your plot. This will help navigate the garden and prevent someone from accidentally planting in your plot.

15. Water is provided at the nearby spigots, as noted on the attached map. This water is not potable (drinkable). No hoses are allowed.

16. The Glen Ellyn Park District carries no medical insurance covering gardeners. Individuals are encouraged to provide such coverage for themselves. In any event, it is expressly understood the garden renter shall indemnify and hold harmless the Glen Ellyn Park District from all claims, action and damages arising out of or resulting from the leasing of a garden plot.
Garden Plot Layout

The Glen Ellyn Park District’s garden plots are located at Village Green Park (130 S. Lambert Road in Glen Ellyn.)