

**ADOPT-AN-ISLAND APPLICATION
DEADLINE: MAY 8, 2015**

NAME OF SPONSOR: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE – DAY: _____ NIGHT: _____

EMAIL ADDRESS: _____

HOW YOU WOULD LIKE SIGN TO READ: _____

PREFERRED LOCALTON - CHOICE #1: _____ CHOICE #2: _____

MEMORANDUM OF UNDERSTANDING

It is understood that on this day _____ of _____ that _____ intends to participate in the 2015 Adopt-An-Island program and wishes to plant and maintain the designated island.

It is understood that all sponsors must either operate a business within the City of Peabody or be a resident of the City of Peabody to participate in the Adopt-An-Island Program.

Endorsement of this Memorandum of Understanding shall imply agreement to the following conditions:

1. Island planting and maintenance shall commence prior to May 25 of each year and run through the first frost.
2. All mulch from previous year should be removed because of the excess salt and sand from the winter.
3. Islands are to be planted with all natural vegetation; no artificial ornamental products, fixtures or structures: flags, flowers, scarecrows, etc. Wooden and plastic planters are acceptable. All plantings are to be limited to a maximum height of 24 inches.
4. A bed or about 2 inches of mulch should be included but pulled away from the roots of the plants to prevent rotting and allow the water to get to the roots.
5. Sponsor is responsible for doing a final cleanup by November 1st; however, the mulch should stay to protect the soil for the winter and be removed in the spring.
6. The City of Peabody will assume the responsibility of watering traffic island locations.
7. The City of Peabody shall provide appropriate signage to be placed in traffic islands. (No more than one sign per island). All signs are the property of the City of Peabody and must be returned at the end of the season.
8. It is up to the sponsor to notify the Mayor's Office at (978) 538-5702 when island is planted and ready for sign
9. Island signs will have the name of the sponsor only. Telephone numbers and/or website addresses are not allowed.

Please return completed application to: Mary Bellavance, Peabody City Hall, 24 Lowell Street, Peabody, MA 01960.
**An award Reception will be held in the Frank L. Wiggin Auditorium, Thursday, September 10, 2015 at 2:00 p.m.
All participants are invited to attend.

DATED: _____

SPONSOR