

Prospect Park Community Garden Application and Contract

Gardener: _____

Address: _____

City, State, Zip: _____

Best Phone Number(s) to Reach You: _____

E-mail: _____

Assigned Plot Number _____ (OFFICE USE ONLY)

Plot Size: 48" x 48" (\$40 Season)

Requires Raised Level Plot _____

Please contact the Recreation Director, John Kerr with any questions by e-mail at kerrj@prospectpark.net or call 973-790-7902 (Ext. 516)

Any requests, or special needs regarding your plot, please let us know. We will try to accommodate you.

The Borough of Prospect Park and their agents, employees, and officers, or any landowner 1) shall not be held liable for failure to perform or fulfill their contractual obligation for any reason within or beyond their control, 2) shall not be held liable for damages, loss or injury for any reason within or beyond their control and 3) shall not be liable for any theft, damage to, loss of, or replacement of any belongings, equipment, materials, tools, or plantings. Insurance for such loss, damages or injury shall be the sole responsibility of each Gardener at their own expense. The Gardener shall indemnify and hold harmless the Borough of Prospect Park, and their respective agents, employees, and officers, and/or any landowner whose land is being utilized from and against all claims, damages, losses and expenses that may result or arise in regard to the Gardener participation in the Prospect Park Community Garden.

I, the undersigned applicant, have read, understand, initialed, and agree to comply with the Prospect Park Community Garden Rules and Responsibilities (reverse/attached). I agree that failure to comply with these rules may result in termination of plot usage rights. I expressly release the Borough of Prospect Park, and their agents, employees, and officers, or any landowner whose land is utilized, from any and all liability for any damage, injury or loss to any person or good which may arise from participation.

Applications without initialed rules will not be accepted.

Signature(s) Date _____

Please mail or drop off at the municipal building:

- **This completed application**
- **An initialed copy of the Prospect Park Community Garden Rules and Responsibilities**
- **Annual plot fee** (Check or money order-payable to "Borough of Prospect Park" marked for Community Garden)

Borough of Prospect Park
106 Brown Avenue
Attention: Recreation Department
Prospect Park, New Jersey 07508

If no plots are currently available, the applicant will be notified and placed on a waiting list, and fee payment will be refunded, until a plot becomes available.

Prospect Park Community Garden Information

The Prospect Park Community Garden provides an area where individuals and families can grow vegetable and flower gardens organically, share and expand gardening skills and build community friendships. Located in Hofstra Park, the Garden offers a very sunny plot, water facilities, deer and rodent fencing, and plenty of community.

In return, we ask our Gardeners to:

Be Organic

- Organic methods are strongly encouraged.
- Use of synthetic herbicides and pesticides is prohibited.
- Pressure or chemically treated wood may not be used.

Be Tidy

- Spend a little maintenance time weekly to keep plots productive and attractive.
- Keep plot and adjacent paths tidy and weeded at all times, including the winter season.
- Harvest crops when mature. Excess crops can be donated to food banks.
- Carry out all garbage and discard unwanted plant material in the designated compost piles.

Be Considerate

- Plants and structures should not block the sun from other plots.
- Pests and diseased plants should be dealt with quickly to prevent spreading.
- Invasive or proliferating plants (such as mint, comfrey) are not allowed.
- Smoking is prohibited within the Community Garden.
- Pets are not allowed within the Community Garden.
- Commercial operations are prohibited.
- Standing water may not collect within a plot, e.g. containers should be kept upside down; raised beds should drain.
- Untended plots should be given back to the Community so others may participate.

Be Safe

- Keep tools, stones and other materials off paths.
- Keep plants within the plot boundaries.
- Supervise children.

Volunteer

- The Prospect Park Community Garden would not exist without the effort and enthusiasm of our volunteers!
- Share your special skills and enjoy the fun of Community work crews.

Feel free to contact us at Kerrj@prospectpark.net with any questions or suggestions.

Borough of Prospect Park Community Garden Rules and Responsibilities

These rules are intended to help all gardeners grow fresh, healthy plants in a thriving garden, to help create a sense of community among gardeners, and to help the Prospect Park Community Garden (the "Garden") be a good neighbor in the Borough of Prospect Park. These rules are subject to change at any time as deemed necessary or beneficial by the Borough of Prospect Park Recreation Department.

1. **Plots/Season:** Plots measure 4 feet by 4 feet. The garden season coincides with the calendar year and gardeners will have the right to garden their plots for the year in compliance with these Rules and Responsibilities. Household and family members may garden with the gardener.
2. **Applications:**
 - A. **Renewals:** Garden plot renewal applications will be accepted between September 1st and December 31th. Existing gardeners who do not submit completed renewal applications with payment for the following season during this period are subject to the loss of their plot. To the extent possible, gardeners will maintain their rights to plant their same plot year after year.
 - B. **New Applicants:** Prospect Park residents may submit new applications for plots from January 1st through May 15th. Applications open to all will be accepted starting May 16st for the current season. Plots will be assigned as available on a first-come, first-served basis with preference being given to Prospect Park residents at time of application. In the event plots are not available, applicants will be maintained on a waiting list for plots.
3. **Fees:** A fee payment of \$40 for full plots payable to "Borough of Prospect Park," and marked "Prospect Park Community Garden" will be made with the application. This fee will be refunded in the event that no plots are available. In no other event will this fee or any other expenses incurred by the gardener be refunded or reimbursed.
4. **No Transfers:** Gardeners may not transfer plot gardening rights to others without the written consent of the Borough.
5. **Utilization:** Gardens will be planted promptly. Plots not planted to at least twenty percent usage by June 1st are subject to reassignment. At any time during the season, plots that appear abandoned in the opinion of the Recreation Department are subject to corrective action and/or reassignment if not corrected within two weeks of notice. Commercial operations are prohibited.
6. **Plantings:** Trees are not permitted. Any plants that extend beyond the edges of the plot area, and any plantings which in the opinion of the Recreation Department grow so tall as to cast significant shade on other plots may be subject to removal within two weeks of notice from the Recreation Department. Invasive species such as mint, comfrey and others which may spread to other areas of the Garden as determined by the Recreation Department are prohibited.
7. **Maintenance:** Plots which are excessively weedy in the opinion of the Recreation Department are subject to reassignment if not corrected within two weeks of notice from the Recreation Department. All gardeners are responsible for maintaining their plot's surrounding pathways free of weeds and adequately covered with wood chips. Diseased and pest-infested plants must be addressed or removed from the Garden premises upon discovery and identification. Tools, stones, and other materials will not be stored or allowed to collect in the pathways between plots. Gardeners will not allow standing water to collect in any structures or fixtures within their plot. Gardeners will tidy their plots for winter removing any loose structures, plantings, tools or materials.
8. **Garden Care:** At least three Garden maintenance events will be held. Two hours of total attendance is required for each plot-holder. Gardeners unable to meet this requirement can make other arrangements with the Recreation Department. Failure to meet the work requirement will result in loss of plot renewal rights.
9. **Harvest:** Crops must be harvested when mature. Upon notice from the Recreation Department, unharvested crops will be collected and donated.
10. **Children/Pets:** Pets or other animals may not be brought into the Garden. All children brought into the Garden must be closely supervised.
11. **Waste Removal:** Suitable organic plant material may be composted in the appropriate compost bins at the Garden site. All other waste materials must be carried out of the Garden site by the gardener.
12. **Water:** When hoses are used for watering, the gardener must ensure that the hose does not intrude upon or damage any other plots. Unattended watering is not permitted. All hoses must be promptly disconnected after use.
13. **Chemicals:** The use of synthetic chemical herbicides, pesticides and fertilizers is strictly prohibited. Chemically-treated and pressure-treated lumber products are prohibited. If you have any questions regarding the suitability of any products, please contact the Recreation Department.
14. **Structures/Fixtures:** Structures and fixtures taller than four feet from grade which in the opinion of the Recreation Department significantly restrict light and airflow are prohibited except by written consent of the Recreation Department. All structures and fixtures must be removed on abandonment or termination.
15. **Tobacco:** Tobacco products and smoking are prohibited in the Garden.
16. **Compliance with the Law:** Gardeners will comply with all applicable laws and governmental regulations in all activities relating to the Garden.
17. **Failure to Comply/Termination:** Failure to comply with these rules may result in termination of plot usage rights.

Gardener Initials and Date: _____