



## East Windsor Township Community Garden 2021 Application Form

- **Applications Available: Starting March 2021**
- **2021 Fee: \$50**
- Cash or check will be accepted. Checks should be made payable to the Township of East Windsor. Please note that plot rental fees are non-refundable.
- The Community Garden is located in Disbrow Hill Park, which is located across from Etra Lake Park. There are 20 plots available. In the event that there are more applications received than there are plots available, the Township will hold a lottery to assign plots. In the event you do not receive a plot, your application fee will be refunded to you and you can be placed on a waiting list. In order to ensure that the greatest number of residents have an opportunity to participate you will only be able to apply for one plot.
- Your completed executed application form must include a signed and witnessed Hold Harmless Agreement, signed Gardener's Commitment (last page of rules and guidelines), and be initialed that you understand and agree to abide by the rules and guidelines of the East Windsor Township Community Garden (rules are provided separately).
- *An orientation program for the Community Garden will be held during April 2021 and additional information will be provided upon being granted a plot.* Applicants will be assigned their plot and receive access to the garden, review the rules and guidelines, and learn how to start their garden.
- Please contact the Municipal Clerk's office (609) 443-4000, ext. 238 with any questions or if there are any changes to the contact information provided.

**East Windsor Township Community Garden  
2021 Application Form**

**Mail or deliver this form, along with payment of \$50, a signed Gardener's Commitment and a signed Hold Harmless Agreement to:**

**East Windsor Township - Community Garden Application  
16 Lanning Boulevard, East Windsor, NJ 08520**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Work Phone:** \_\_\_\_\_

**Indicate Preferred Contact Method (Circle One):**

Email            Home Phone            Cell Phone            Work Phone

I have received, read and agree to abide by the Community Garden Rules/Guidelines

\_\_\_\_\_ **(initial)**

**Choose Volunteer Service (optional):**

\_\_\_pulling weeds in common areas

\_\_\_trimming and maintaining edges/decorative plants & flowers

\_\_\_signing up to be garden caretaker for absent renter

\_\_\_volunteer garden work as needed (planting, weeding, watering, harvesting)

## EAST WINDSOR TOWNSHIP COMMUNITY GARDEN

### RULES/GUIDELINES

#### APPLICATION

Applications are available March 2021. Gardeners will be assigned a plot and the garden will be **open for planting in mid-April, tentatively on Saturday, April 10, 2021**, weather permitting. The Community Garden plots will be identified by a numbering system and each gardener will be assigned a plot number. The numbers of plots are limited. In the event that there are more applications received than there are plots available, the Township will hold a lottery to assign plots. In the event you do not receive a plot, your application fee will be refunded to you and you can be placed on a waiting list.

#### RULES OF OPERATION

**Hours:** The Community Garden will be open from dawn until dusk each day.

**Minimum Age Requirement:** All gardeners interested in renting a plot must be 18 years or older. Minors may assist in maintaining plots as long as they are supervised by a guardian.

**Season opening:** The garden will be open for planting in mid-April, tentatively on Saturday, April 10, 2021, weather permitting. An orientation meeting is tentatively scheduled for Thursday, April 8, 2021. Additional details regarding orientation will be made available upon being awarded a plot. You will be required to attend the meeting to keep your plot (if you are unable to do so other arrangements must be made with the Community Garden Coordinator prior to the meeting). Plots that have not been planted by May 6 will be forfeited and made available to another resident unless prior approval is granted. Plots must be tended through the time of fall clean up. There will be a mandatory fall clean-up day scheduled for mid-November. Gardeners should plan on spending at least four hours per week on plot maintenance in order to cultivate a productive and attractive garden plot. East Windsor Township will not be responsible for personal items left at the plot or the Community Garden.

**Harvesting:** Crops must be harvested once they are mature. Leaving mature crops to rot will not be permitted.

**Weeding:** Maintenance of garden plots includes WEEDING. All weeds, rocks and other similar waste are to be disposed of in the designated receptacles or taken off site.

**Community Garden Watering System:** The water must be turned off after each use. If the water is routinely left on, the Township will be forced to only allow watering to take place at specific days and times as determined by Township staff.

## **RULES OF CONDUCT**

***Behavior:*** At all times while on the Community Garden grounds, the Gardener agrees to be respectful of other gardeners. The Gardener will keep his or her plot and surrounding areas well-tended, dispose of plant material, rocks and extraneous materials on their own plot. Gardeners will remove anything brought from home. While on Community Garden grounds, the Gardener will not engage in any prohibited behavior including the cultivation of illegal plants, smoking, drinking, gambling, or using illegal drugs. The Gardener also agrees and understands that he or she will not bring weapons of any kind, pets or other animals into the Garden. Under no circumstances may a Gardener borrow or remove anything from the plots of other gardeners. In the event vandalism or theft is discovered, please notify the Garden Committee immediately. Anyone caught in the act of vandalism or theft will be immediately removed and permanently banned from the Community Garden. In addition, please do NOT water another Gardener's plot unless he or she asks that you do so.

***Use of Fertilizers and Pesticides:*** For the health and safety of all participants, only green methods and products are to be used in the Community Garden. Toxic pesticides, fungicides, herbicides and fertilizers are prohibited.

***Prohibited items:*** Decorative garden items are not permitted in plots. Other impermissible items include bug lures, unattended watering mechanisms and the planting of invasive species and cover crops. If you feel strongly about a decorative item you may ask permission from the Garden Committee and they will decide if your decoration of choice is aesthetically pleasing to the Community Garden.

***Gardener Absences:*** Kindly notify the Community Garden Coordinator if you are unable to maintain your plot for any period of time or if you wish to turn your plot back over to East Windsor Township (please note that application fees are non-refundable). The Community Garden Coordinator will maintain a list of garden members who will volunteer their time to maintain your garden during your absence if you so choose upon written authorization.

***Visitors, Guests, Children:*** The Gardener agrees to accompany and supervise any guest, visitor and/or children brought into the Community Garden at all times and also agrees to be responsible for the conduct of any of these parties. The Community Garden will not be held responsible for any injuries sustained by any visitor, guest or child.

***Fall Cleanup:*** During Fall cleanup, any stakes, trellising, netting, fencing, plastic materials, tomato cages, watering cans, etc., must be removed from all gardening plots by the plot owner. All plants and weeds must also be completely removed. Please note that a thoroughly cleaned garden plot is a condition to being invited to renew your membership for future seasons. This requirement does not include perennial plants or winter crops.

## **GENERAL MAINTENANCE OF THE COMMUNITY GARDEN GROUNDS / MEMBER VOLUNTEER HOURS**

Membership and the continued right to use the Community Garden grounds is contingent upon the Gardener's continued maintenance of his or her individual plot. The Community Garden

Coordinator will establish the boundaries of each plot and inform each gardener of their designated boundaries. Gardeners are invited to voluntarily sign up to assist with the overall operation of the Community Garden.

### **VIOLATION OF MEMBERSHIP RULES**

In the event the Gardener violates any of the Community Garden's rules, policies, or practices, the Gardener will be issued a written notification by the Community Garden Coordinator and will be provided with reasonable opportunity to redress/correct the violation. In the event that no redress/correction is made and no response to the notification is received within two (2) calendar weeks of the date of the written notification, a second notice will be issued. If no redress/correction is made and no response is received within two (2) calendar weeks following the second notice, a final notice will be issued informing the Gardener of the suspension, or total forfeiture of gardening privileges and access to the garden plot(s). Please note that, at the discretion of the Garden Committee, a Gardener's violation of any rules may result in the Gardener being prohibited from future participation in the Community Garden.

By executing this Agreement, the Gardener acknowledges and agrees that in the event that Gardener violates any of the East Windsor Township rules, terms and conditions set forth herein, the Gardener's participation may be immediately suspended and may result in permanent loss of the use of the Gardener's plot. There will be no refund for suspension as the membership and application fees are non-refundable.

The Gardener also understands that use of the Community Garden is without any warranties as to fitness for any particular purpose and neither Township of East Windsor, its directors, officers, agents and employees. This Membership Agreement is governed by, construed, and enforced in accordance with the laws of the State of New Jersey.

A separate HOLD HARMLESS, INDEMNIFICATION AND LIABILITY form will be signed in conjunction with this Membership Agreement.

### **GARDENER'S COMMITMENT**

I have read and understand and agree to abide by these rules, policies and practices stated herein for the participation with the East Windsor Township Community Garden. Please sign below (keep a copy of this agreement and initialed Registration form for your records).

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Signature

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Print Name

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Date

**HOLD HARMLESS AGREEMENT**

I \_\_\_\_\_, sign this Hold Harmless as my voluntary act and by this act agree to hold the Township of East Windsor, its directors, officers, agents and employees harmless and indemnify the Township of East Windsor, its directors, officers, agents and employees from any claims, suits, or other actions arising from, caused by, or which are the alleged result of any act or omission of any Gardener, guest, invitee, licensee, visitor or other person present on the East Windsor Township Community Garden site order to participate in, organize, assist, enjoy, supervise or in any other way further the activities of the East Windsor Township Community Garden.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_