

NOTE: This sheet must be signed and submitted along with your garden plot payment – Village Copy

VILLAGE OF HOFFMAN ESTATES PUBLIC WORKS DEPARTMENT
RULES FOR GARDEN PLOTS

- There are two garden plot locations:
North at **Mumford Dr. and Westbury Dr.** (next to Fire Station No.23, 1300 Westbury Dr.)
20 plots are approximately 15' x 12' each
South at **Volld Dr. and Vista Ln.** (near Sunderlage Farmhouse-1775 Vista Ln.)
30 plots are approximately 15' x 14' each
- The first Monday of April, Public Works will accept calls or emails from **Hoffman Estates residents** to reserve a garden plot. **No calls or emails will be accepted before 8:30 a.m.** Emails or calls collected at 8:30 a.m. and after left on voice mail will be recorded with the date and time received. Plot assignments will be on a first-come, first-serve basis. Residents will only be able to reserve one plot. Requests for additional plots will be put on a waiting list and assigned only if space remains available after the initial sign up.
- Plots will be assigned approximately one week later and letters will be emailed or mailed to residents notifying them of the plot number that has been assigned. (Maps are attached to each letter indicating plot number and location.)
- **The cost of each plot is \$25. Plots must be paid for within 10 business days of the receipt of the assignment letter. The Rules for Garden Plots form must also be signed and returned. If payment or Rules sheet is not received for the reserved plot, it will be released.**
- **The Village is not responsible for any damage or loss of vegetation to any plot.**
- Plots are tilled and available for planting after May 1 (weather permitting).
- There is no fencing around the garden plots. Gardeners may put up their own fencing which is limited to no more than 2 feet high.
- All gardeners have access to the spigot and hose for watering. Please do not change the hose and/or nozzle at any time during the gardening season.
- It is the responsibility of each gardener to keep their plot weeded on a regular basis. **If at any time after June 1, the plot is unused, or the weeds become higher than 18 inches, the garden plot will be cleared of all vegetation. The gardener will also be notified that they are ineligible for garden plot privileges for the next year.**
- If something unexpected occurs after paying for your plot that makes it impossible for you to use it during the planting season, please call Public Works at (847) 490-6800 and let us know so we can let another gardener have a chance to plant, if possible.
- Gardening season runs through October 31. **Anything left in plots after October 31 will be subject to removal and or tilling when plots are prepared at the end of the planting season. No exceptions!**

I have read and agree to the garden plot rules listed above. Please sign, date and return to the Village Hall along with your payment.

Gardener Signature

Garden Plot & Plot #

Date