

By paying for the community garden plot, the participant agrees to abide by the program policies and procedures and to indemnify, defend, and hold harmless the Village of Carpentersville, and its officers, agents, and employees from and against all damages, claims, demands, suits, actions resulting from, or because of, any damage to property or bodily injury or death of any person arising out of the occupancy or use of the Garden by the participant, the participant's co-gardener or guests.

1. The Village of Carpentersville Community Garden is for those residents who are unable to utilize their residence for growing vegetables. Plots are available on a first come, first serve basis. Parking for access to the site next door to the Village Hall will be the Village Hall parking lot. No parking will be allowed on any Village street. Hours the site is accessible are 6:00 a.m. to 9:00 p.m.
2. The Community garden plot must be gardened and maintained year-round on a consistent basis. Community gardens are public spaces and must maintain a neat appearance through the year, including winter. Active gardening reflects seasonality and includes spring weeding and planting, summer maintenance, regular harvesting, fall clean-up, winter mulch, and periodic check-ins.
3. Seasonal and temporary gardening structures such as trellises and cloches are allowed if they do not encroach upon paths, community spaces, or neighboring plots. Be considerate of your neighbors and orient your structures and plantings to avoid casting shade on other plots. All structures should be stored neatly during the winter and removed when a plot is vacated.
4. Organic gardening is encouraged. Chemical fertilizers are allowed but synthetic herbicides and pesticides are prohibited unless they are listed on the Organic Materials Review Institute (OMRI) product list.
5. Gardeners must weed and otherwise maintain the paths bordering their garden plots. Main paths must be 2.5-3 feet wide, unobstructed, and level. Cardboard, paper, or burlap paths must be covered with wood mulch and leveled. Plants should not grow into or hang over the paths.
6. Each gardener is responsible for dealing with the garden material generated from their plot. Gardeners must compost their site at the end of the season in the designated compost area. Bringing food scraps from home to compost in your plot, including cooked foods, meats, dairy, eggs, or bones is strictly prohibited. Compost piles should be regularly turned and watered to promote active fermentation. Children must be accompanied by an adult in the garden. Do not leave children unsupervised. Dogs are not allowed in the garden area. All gardeners and guests should respect others' space and should not enter or harvest from someone else's plot without permission.

7. Water is provided but only hand watering of plants is allowed. Water only within your plot and do not let it seep or flood into neighboring plots or paths. Conserve water by using mulch. Water will be turned off after October 31 each year and be turned on by April 1st.
8. Crops are for home use, not commercial purposes, and must be legal. Do not plant trees. Do not plant invasive or fast spreading plants such as raspberries, mint, bronze fennel, comfrey, lemon balm, ivy, holly, lesser celandine, marsh marigold, etc. Remove these plants if they are growing in your plot.
9. Plot holders must notify Village staff if they wish to give up their garden plot. You cannot give your plot to someone else. Garden plots are assigned by the Village staff and only one plot may be assigned per household. If more than one person is gardening in a plot, co-gardeners should be added to the primary plot holder's account. Cogardeners can only become the primary plot holder if they have been co-gardening in the plot longer than those on the waitlist have been waiting for a space at that site. Plot holders must notify program staff if they wish to transfer their plot to a co-gardener. Registered gardeners are responsible for keeping addresses, phone numbers, and email addresses current.
10. In the fall, gardens must be cleaned, cover cropped, mulched, or planted with winter crops. These practices will help protect the soil over the winter, will allow you to start planting earlier in the spring, and will result in a more fruitful garden the next year. In addition, community gardens are public spaces and must maintain a neat appearance through the winter.
11. Plot holders are required to spend a minimum of 4 hours per year on community projects at their garden site. This work is meant to help maintain the common areas of your garden, enhance community connections, and complete special projects. It is the plot holder's responsibility to complete and record community hours.
12. Gardeners are expected to adhere to program policies. Village staff will regularly monitor plots throughout the year. When gardeners are found to be in non-compliance, they will receive a letter notifying them of the problem and asking them to take action by a specified date. Gardeners who receive three notices in a year must vacate the plot and the plot will be reassigned.
13. There is an annual fee of \$10 per plot per season.

By signing this form I understand that I am in agreement with all of the above provisions for the Village of Carpentersville Community Garden and will comply with these regulations as set forth:

Signature of applicant

Printed name

Address

Phone number

Email address

Assigned plot number