Memorial Tree Program Checklist

A memorial tree program checklist for towns and groups that plant trees in memory of people. Use it to set up rules, sites, and records.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Program purpose defined	☐	☐	☐
Approval process set	☐	☐	☐
Planting sites identified	☐	☐	☐
Tree species list prepared	☐	☐	☐
Donation handling plan	☐	☐	☐
Plaque or marker policy	☐	☐	☐
Planting schedule set	☐	☐	☐
Care plan agreed	☐	☐	☐
Family contact records kept	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Write down who cares for each tree and for how long, so families know what to expect.