

# MENOMONIE COMMUNITY GARDEN

## 2017 REGISTRATION PACKET

Thank you for your interest in the Menomonie Community Garden! The MCG is entering its eighth season and is steadily growing in scope and membership. Whether you have recently developed an interest in gardening or have been growing for years, there is plenty of room to share in this community endeavor. This packet contains general information, garden regulations, and a registration form. We are a non-profit under Farmer to Farmer, Inc.

### LOCATION

The Menomonie Community Garden is located at 2500 9<sup>th</sup> Street E, just south of Phelan Park. Parking is available along with a bike rack. The garden is on city property. The MCG, or the city of Menomonie, is not responsible for damaged, lost, or stolen property.

### PLOTS

Plots dimensions measure 20' x 25' and are assigned on a first come, first serve basis. Half plots are also available. Gardeners from the previous season may retain their previous garden plot if their registration is submitted by April 15. Plots will not be assigned over the phone or without completed registrations. Payment by **check** only.

The plot limit is four per registration. Requests for additional plots may be submitted and you will be notified via email if additional plots are available. Gardeners usually find 1 plot provides more vegetables than their needs. If preserving produce more than 1 plot will provide the amounts needed. A limited number of raised bed plots are available and can be requested on the registration form.

### RENTAL FEE & AMENITIES

The rental fee per full plot is \$25 and half plot \$15 and lasts for the growing season. *Payment instructions are with the registration form.*

Included in the rental fee are: access to on-site water, fencing that keeps deer out, tilling preparation, large composting bin, and voting rights at garden meetings.

### PLOT GRANTS

Occasionally, MCG has funds available for individuals who wish to garden but cannot afford the plot rental fee. If you are interested in being considered for a plot grant, please mark the registration form accordingly. Grants are dependent on any sponsorship money received. You will be notified if you are a recipient along with your plot assignment.

### PLOT SPONSORSHIP

If you are not able to join the MCG at this time but would like to sponsor a plot for the season, you may submit a registration form with payment. Plot sponsorships will be distributed on a first come, first serve basis. If plot sponsorships are not used during the season, the donation will be used for sponsorship initiatives.

### TILLING

The entire garden will be tilled for garden upkeep and planting preparation before opening of the season. The garden has no-till plots available on a first come, first serve basis. Please mark the form if you are requesting a no-till plot.

### MCG MEMBER

Any gardener that joins the MCG is considered a member of the association and is encouraged to attend MCG meetings. You will be notified of meeting times and locations along with pertinent information by email. Information is also on the web site.

### REGISTRATION GUIDELINES

- For registrations to be accepted, forms must be complete, signed, and submitted with proper payment.
- You will be notified of when your registration has been processed along with plot assignment(s).
- After June 30, registrations will no longer be accepted.

### TIMELINE

May 1<sup>st</sup> to May 10<sup>th</sup>

June 30

October 31 in general gardening area

Tilling complete & garden open (weather permitting)

Registration ends

Garden season officially ends

Updated 1/12/16

## GARDENING REGULATIONS

1. I will pay the non-refundable rental fee that correlates with the number of plots requested.
2. I will respond to any correspondence from the MCG when required.
3. I will keep weeds down and maintain any common area immediately surrounding my plot(s) (adjacent pathways, fences, etc.) clear of trash, litter, and weeds. I will take all trash home for disposal or recycling.
4. I will keep a regular maintenance schedule throughout the growing season and arrange for someone to care for my plot during any significant time away.
5. I will remain on-site while watering.
6. I will be contacted if my plot has been neglected or improperly cared for and given 10 days to address concerns before further action is taken.
7. I will use the compost bin where available for depositing garden waste. I will not include plastics or any food waste other than fruits or vegetables. Any weeds that have seeds will be placed in the labeled weed bin.
8. I will follow organic gardening practices that minimize the use of pesticides to above threshold numbers. Only “OMRI (Organic Materials Review Institute) listing” pesticides can be used.
9. I will only harvest my food grown in my plot(s), unless given permission by other plot owners.
10. Children may be in their family or designated group garden plot only and must be supervised at all times.
11. I will not bring pets within the perimeter of the garden unless on a leash and limited to owner’s plot. Pet waste must be removed by owner.
12. If I must abandon my plot for any reason, I will notify MCG ([menomoniecommunitygarden@gmail.com](mailto:menomoniecommunitygarden@gmail.com)).
13. I will only garden during the season, which is from about May 1 until the date determined by the garden manager. No-till gardeners are exempt.
14. Gardening can be conducted seven days a week during daylight hours only.
15. Gardeners are required to remove all plants, stakes, cages, trellises, and any other inorganic materials used for gardening by the date posted at the garden. Choosing to not clean up after the growing season may result in loss of gardening privileges for the next growing season.
16. Gardeners are invited to attend board meetings and provide input, vote, and participate in the operational process of the MCG.
17. No plot may be gardened until all fees are paid and a Rental Agreement is signed and received by the MCG.
18. Vehicles are allowed to enter the garden site only for the delivery of heavy materials or loading a large harvest.
19. Growing illegal or poisonous plants is prohibited inside the garden.
20. Produce from gardens is for personal use only and not for resale, except for a recognized youth organization who may resale with permission from the board.

Map on separate document

# RENTAL AGREEMENT



## CONTACT INFORMATION

Please use your preferred contact information. The MCG will use this to communicate garden information and announcements. You are responsible for responding when applicable. Please check your email junk folder and filter settings when using email.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

## PLOTS

Mark all that apply. Plots are assigned on a first come, first serve basis. Any special requests will be addressed based on availability of resources. You will be notified with plot assignments, resource updates, etc. Please use the attached plot map to review plot arrangement. Registration forms requesting plots assigned last year must be postmarked, or received by **April 15**.

- ½ PLOT (\$15)
- PLOT (\$25)
- 2 PLOTS (\$50)
- 3 PLOTS (\$75)
- 4 PLOTS (\$100)
- RAISED BED (\$5)
- PLOT GRANT

I would like the same plot(s) assigned to me last season. Plot number(s): \_\_\_\_\_.

I would like plot(s) \_\_\_\_\_

I would like a plot in the **no-tilling** section of the garden. \_\_\_\_\_

## PAYMENT

Make checks out to **Menomonie Community Garden. Do not send cash.**  
Registrations without payment are not processed until payment is received.

## PLOT SPONSORSHIP

If you would like to invest in our plot grant program, mark the number of plots you like to sponsor and submit this form with payment. If plot sponsorships are not used during the season, the donation will be used for sponsorship initiatives.

- ½ PLOT (\$15)
- 1 PLOT (\$25)
- 2 PLOTS (\$50)
- 3 PLOTS (\$75)
- 4 PLOTS (\$100)

*I hereby acknowledge I have read and understand the entirety of the Menomonie Community Garden Registration Packet. I acknowledge I will comply with the terms outlined in within. I understand that choosing to not follow the guidelines set forth by the Menomonie Community Garden may result in forfeiture of my plot and gardening privileges.*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## COMPLETED REGISTRATIONS TO:

Menomonie Community Garden  
c/o UW Extension Dunn County  
3001 US Hwy 12, Suite 102  
Menomonie, WI 54751-5569  
PHONE 715.952.5637 Email: [menomoniecommunitygarden@gmail.com](mailto:menomoniecommunitygarden@gmail.com)

FOR OFFICE USE ONLY	
DATE RECEIVED:	
CHECK/MONEY ORDER:	
AMOUNT:	
PLOT(S) ASSIGNED:	
DATE NOTIFIED:	