

Preparing your application

Before submitting your application online, it will help you to use the following information to gather references for your nomination. The following gives an outlines of the four steps involved in nominating a tree.

Property Owner

Ownership

Types of ownership include public, private, institutional land and other.

Consent Form

If the tree you are nominating is not located on your property, you will be required to submit a landowner consent form. This include all ownership types, therefore you may require connecting with the municipality or institution to gain their permission for the nomination.

Property Owner Information

You will be required to give contact information for the property owner. This will include address, email and phone number.

Heritage Tree Location

Location

Property Address in addition to any relevant details to help someone get to the site and find the tree. This is helpful if there are limitations to the access of the tree. This information will be provided to the Evaluator.

When you are signed in to the Nomination Page, you will be required to give the exact coordinates of the Heritage Tree. A mapping feature is available using Google Maps, where you can drag the locator and exact coordinates will be provided to you.

Lastly, you will be required to provide an estimate for the approximate hectares of the tree(s).

Heritage Status

Type of Heritage Tree

- Single
- Tree Pair
- Avenue of Trees
- Windrow
- Grove
- Arboreal Remnant

What makes the tree significant?

- Historical Events
- Association with a historic person

- A distinguishable entity or landmark
- Unique age, size, species or other characteristic

Please describe the significance of the site. You may refer to the historical background of the tree or property, the individual(s) who planted the tree, or names of other people who have recognized the tree(s) as significant. You will need to write this content elsewhere and cut and paste a version into the text box on the nomination form.

Are there current official / legal tree protection measures in place for this site (e.g. By-laws or provincial legislation, easements or deed restrictions, land use treaty or Land Code)? If so, you will be required to provide any appropriate documentation using the upload option on the website.

	Check all that apply
Does your tree have an association with an important or interesting historical figure or event in history?	
Is there evidence that something important happened at the site?	
Is your tree growing on land ever owned by an important person?	
Is the land designated by the province (Ontario Heritage Trust) or federal government?)	
Is your tree recognized as landmark by your community – for example, its image adopted by a school or church? Or was a road re-routed to accommodate the tree?	
Has your tree been championed by your community?	

Tree Species/Measurements

- Species
- Number of trunks
- Circumference at breast height (cm)
- Height (m)
- Spread (m)
- Approx. Age (y)

Supplementary Documents

You may have supplementary documents to include with your nomination such as copies of legal protection, a consent form, or copies of historical information. Upload any copies or references of media coverage about the tree(s), and any letters of support from other groups, municipal councils, provincial authorities, etc. Include

any other published or other items of recognition for significance of the nominated tree(s). You will be required to provide the file name and a brief explanation. This is also where you will be required to submit two high quality photos of the tree, to be used in the certificate and communications.