



# 2017 Garden Plot Rental Timeline

## Community Garden return renter priority application period

January 17, 2017 (or as soon as applications become available) through February 17, 2017, 4:30pm

- Applications are available for returning 2016 renters in good standing.
- 2016 Renters at Smith, Harrison or Brookside locations qualify.
- Applications may be submitted as soon as they become available
- Return renter applications will be processed upon receipt and **ALL RETURN RENTERS WILL BE ASSIGNED THE SAME PLOT(S) AS THEY HAD IN 2016**. Renters requesting a change in plots/sites from the previous year must indicate this on their application form. No guarantees are made regarding the ability to change plots/sites. (See transfer period below).
- Return renters applying after this date should use a General Renter Application (see below) and apply after March 1st (according to residency).
- Return renters who do not apply during this period give up the right to “claim” their 2016 plot for rental in 2017.

## Return renter transfer period

February 18 – February 28, 2017

(No applications will be accepted during this time.)

- Return renter applications (submitted prior to the February 17<sup>th</sup> deadline) requesting a change in plot location from the preceding year will be processed with priority given to Bloomington residents and on a first-come, first-served basis as availability allows.
- No applications will be accepted during this time.
- No guarantees will be made as to availability or the ability to transfer.
- Return renters who have requested changes that are not available will remain in the previous year's plot(s) unless a cancellation is requested. Cancellation requests received on or before April 20, 2017 will receive a refund, less a \$10.00 cancellation fee.

## General renter resident priority application period

March 1 –15, 2017

- Bloomington residents may submit applications to rent garden plots during this resident application priority period.
- Returning resident renters who did not apply during the return renter priority period may apply at this time (see above).
- Applications will be processed in the order received.
- Applications will be processed upon receipt with every effort made to honor requested plot preferences. If requested preferences are not available a comparable plot will be assigned. If no comparable plots available the applicant will be advised.

## Applications open to all

March 16, 2017 – until sold out

- Applications may be submitted by residents who have missed the above priority deadlines (returning and new) & non-residents (returning & new).
- Applications will be processed in the order received with every effort made to honor requested plot preferences. If requested preferences are not available a comparable plot will be assigned. If no comparable plot is available the applicant will be advised.

## Deadline to cancel

April 20, 2017, 4:30 PM

- Notification must be received by this date if gardeners wish to cancel their plot reservation(s) and receive a refund (less \$10 cancellation fee).

## Gardens open\* April 28, 2017

- First day gardeners may work in their plot(s) – **this date may be adjusted depending on weather!**

## Deadline to plant June 1, 2017

- Rented plot(s) must be planted by this date or risk immediate forfeiture your plot(s), no refund will be given.

## Gardens close October 22, 2017

- Last day gardeners may be in their plot(s). Plots must be cleared of all manmade materials.

\* Opening date is tentative – weather dependant. If changed, this date will be updated on the Community Gardens page of the City of Bloomington's website.