



## 2024 PATNOE PARK FAMILY GARDENING PROGRAM

### *Gardener Agreement and Registration Form*

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In order to participate in the 2024 Patnoe Park Family Gardens, the gardener(s) agree to the following by reading and signing below:

1. **REGISTRATION SCHEDULE:** The registration schedule for the 2024 gardening season is as follows:

- December 1, 2023 - January 31, 2024: Priority registration for 2023 gardeners (limited to one box each)
- February 1, 2024 – February 28, 2024: Open registration for St. John residents
- March 1, 2024 – March 31, 2024: Open registration for non-residents
- April 1, 2024 and beyond: Gardeners may reserve second box based on availability

The garden plots are 4 feet by 8 feet raised beds. Gardeners will register and pay for their garden plot for the current season only. Fees are used to offset direct costs of the program. No refunds on garden plots will be given unless the space can be assigned to another gardener. No refunds will be given on abandoned garden plots.

2. **PROGRAM ADMINISTRATION:** The St. John Parks and Recreation Department (SJPR) administers the program with the assistance of the gardening committee. The SJPR can be contacted by phone at 219-365-6236 or email at [parks@stjohnin.com](mailto:parks@stjohnin.com). Gardeners must include their preferred method of communication on their Registration Form. Notification of change of address or other contact information changes must be given to SJPR.

3. **GARDENING SEASON:** The 2024 season runs from April 15 through October 31. **Weather and other unforeseen factors may delay the opening of the gardens.** Gardeners will be notified of changes to the opening of the gardens and notification will be posted at the garden. All plots will have signage with last name of the gardener. Gardeners are responsible for maintaining their plot as soon as the gardens are open for the season or immediately upon rental. By Memorial Day of each year there should be marked progress toward a productive garden. This progress should include: at least half of the plot under cultivation, plants established and cared for, path maintenance carried out, weeds being managed etc. (see section 5).

4. **GARDEN PLOTS:** All plots are 4 feet by 8 feet raised beds. There will be a wood chip path around all garden plots.

5. **MAINTENANCE:** Gardeners must consistently maintain their plot throughout the garden season. This includes: regular weeding, harvesting ripe produce, and removing all spent or diseased plants. Gardeners are also responsible for maintaining the woodchip paths adjacent to their plot(s) by keeping them weeded, and refreshing the chips as needed. All paths must be kept free of overgrowing plants, gardening supplies and equipment. The program will provide chips for the path maintenance. Gardeners must make arrangements for weeding, watering, and harvesting if they plan to be away for an extended period of

time. Gardeners who are unable to maintain their plot(s) and paths in a way described above, must contact SJPR immediately. We may be able to assist with a temporary solution.

6. **UNMAINTAINED/ABANDONED PLOTS:** Gardeners who have unmaintained plots will be given two weeks from the initial notification to comply with all requirements described in this Agreement. If the gardener does not comply by the end of the two-week period the plot will be considered abandoned. The gardener will give up the privilege of participating in the program for the remainder of the year. Gardener may be charged a maintenance fee for each plot. If a gardener addresses the two-week maintenance request by the deadline, but leaves the plot unmaintained, the second maintenance request will have a one-week deadline. A third request will have 3 days. Any gardener who gives up their plot due to abandonment or does not comply with the maintenance rules may be dismissed from the program for the season.
7. **TURNING IN PLOTS/END OF SEASON:** Gardeners can finish gardening and turn in their plot at any time. This will mean clearing the plot of all plant material. This must be completed by October 31, 2024. Gardeners must notify SJPR in writing if turning in their plot before the end of the season. Any gardener leaving a plot so that SJPR has to care for the plot in any way may be restricted from renting a plot in future growing seasons.
8. **GARDEN HOURS:** Gardens will be open from dawn to dusk daily.
9. **TOOLS/TRELLISING/OTHER GARDEN MATERIALS:** Gardeners are required to use good tool safety when using tools in their garden. Garden tools will not be supplied. Tools are the responsibility of the gardener and must not be left in the garden or on pathways. Gardeners can use tomato cages, stakes, and trellises to stake vegetable plants. Cages, stakes, and trellises must be removed as soon as they are no longer needed. Watering cans and hoses must be removed from the plot when gardener is not present and using them. Gardeners may not use carpet or plastic as a weed barrier or any other purpose in the garden.
10. **WATERING/HOSES:** A water spigot will be centrally located in the garden. Gardeners will be required to bring a hose and sprinkling can for watering plants. When using the hose gardeners must be careful not to damage other garden plots. When finished watering turn off the water at the source and remove your hose.
11. **GATES/FENCING:** Gardeners must close the gate of the perimeter fence when entering and exiting the garden. Gardeners are not permitted to put any type of fencing around individual plots.
12. **PESTICIDES:** The spraying of pesticides is not allowed in the garden area. You may have to remove any infected vegetation and properly dispose of it. By keeping your plants healthy and your garden area clear of weeds and dead vegetation you should not need to use harsh pesticides.
13. **TRASH:** Gardeners must remove any trash they generate, including empty plant pots, from the garden area and dispose of it properly.

14. **PETS:** Pets are not allowed inside the fence at the garden site as a food safety concern and as a courtesy to other gardeners.
15. **THEFT AND DAMAGE:** Gardeners should report any theft, vandalism, suspicious behavior or activity in the garden areas to SJPR immediately. If you feel you are in danger, contact the St. John Police. No person is permitted to remove anything from plots not rented by them. SJPR is not responsible for any damage to garden spaces, theft of produce or personal belongings in the vicinity of the gardens or elsewhere.
16. **LIABILITY AND INDEMNIFICATION:** The undersigned is an adult program participant, or is the parent or legal guardian of a program participant. The undersigned hereby states that s/he understands the activities that will take place in this program. The undersigned recognized, as with any activity, there is risk of injury. In the event that the program participant sustains an injury in the course of the program, the SJPR and/or its employees or volunteers are authorized to take reasonable steps to obtain appropriate medical treatment. The program participant and/or his/her parent or legal guardian shall be responsible for the cost of such treatment. The undersigned agrees to release, hold harmless, indemnify and defend the SJPR, its employees, agents, and assigns, from any claims including, but not limited to, personal injuries or damage to property caused by or having any relation to the activities covered by this contract, even if arising from the negligence or releases. It is understood that this release applies to any present or future injuries that it binds the undersigned, undersigned's spouse, heirs, executors and administrators. The program participant may be photographed and videotaped while participating in Parks and Recreation activities, and consent is given for the reproduction of such photos or videos for advertising and publicity.

**I, the undersigned, have read the Town of St. John Parks and Recreation's Family Gardening Program Gardener Agreement and understand all of its terms. I agree with its terms and sign it voluntarily.**

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Primary Gardener Name (Print)

Primary Gardener Name (Signature)

Date

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Additional Gardener Name (Signature)

Date

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Additional Gardener Name (Signature)

Date

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Parent or Guardian Name (Signature)

Date

\*If gardener is under 18 years of age

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Date

# 2024 PATNOE PARK FAMILY GRADEN REGISTRATION FORM

**PRIMARY GARDENER:** The primary gardener is the primary contact for the garden plot. This gardener is responsible for maintenance of the plot and for any maintenance fees that may be assessed.

LAST NAME		FIRST NAME	
MAILING ADDRESS			
CITY		STATE	ZIP
TOWN OF ST. JOHN RESIDENT? (CIRCLE ONE)		Yes    No	If you are unsure of your residency status, please check with town hall.
PRIMARY PHONE		SECONDARY PHONE	
EMAIL ADDRESS			
* The email address listed above will be used as our primary way of contacting you. In an effort to reduce paper waste, we will no longer be sending standard mail unless specifically requested. Please print clearly and notify FGP immediately if you change your email address or lose email access.			
<input type="checkbox"/> I do not use email. Please use the phone number and mailing address above to contact me.			

**ADDITIONAL GARDENERS:** Additional gardeners must also sign the Gardener Agreement.

LAST NAME	FIRST NAME
EMAIL ADDRESS	

LAST NAME	FIRST NAME
EMAIL ADDRESS	

LAST NAME	FIRST NAME
EMAIL ADDRESS	

**GARDEN VOLUNTEER OPPORTUNITIES:** Please indicate if you are interested in any of the following opportunities.

<input type="checkbox"/>	<b>GARDEN MAINTENANCE:</b> Assist staff with garden maintenance projects in common areas of the gardens when your schedule allows.
<input type="checkbox"/>	<b>GARDEN SITTER:</b> Volunteer to help other gardeners if they are out of town, injured, or otherwise unable to tend to their garden temporarily.
<input type="checkbox"/>	<b>EDUCATION:</b> Offer your gardening expertise and work with staff to help plan or lead hands-on gardener workshops.
<input type="checkbox"/>	<b>EVENTS:</b> Assist in the planning and lead gardener events such as open houses, potlucks, music in the garden, etc.
<input type="checkbox"/>	<b>I have a great idea about how I can help out. Tell us about it here:</b> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

## EMERGENCY CONTACT INFORMATION

LAST NAME		FIRST NAME	
RELATIONSHIP TO GARDENER			
PRIMARY PHONE		SECONDARY PHONE	

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REGISTRATION CODE	PLOT SIZE	FEE		DONATION	TOTAL \$
GARDEN	8 ft X 4 ft	Resident	Non-Resident		
		\$40.00	\$50.00		

CASH: \_\_\_\_\_ CHECK: \_\_\_\_\_ OTHER: \_\_\_\_\_ CC: \_\_\_\_\_

**FOR YOUR REGISTRATION TO BE COMPLETE, YOUR PAYMENT, THIS REGISTRATION FORM AND THE COMPLETED FGP AGREEMENT SIGNATURE PAGE MUST BE DELIVERED TO:**

St. John Clerk Treasurer's Office  
ATTN: Family Gardening Program  
10955 W. 93<sup>rd</sup> Ave.  
St. John, IN 46373

**HAPPY GROWING!**

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## FOR OFFICE USE ONLY

DATE RECEIVED	PLOT NUMBER	RECEIPT NUMBER	STAFF