



FOR OFFICE USE ONLY

Date of order: _____
Date of delivery: _____
Delivered by: _____
Quantity delivered: _____

Wood Mulch Delivery Order Form
Form #PWP002 (rev. 03/18)

Fee: \$70.00

Name: _____

Mailing Address: _____

Delivery Address (if different from above): _____

Phone: _____ Email: _____

Quantity Requested (See #2 below): _____

The undersigned offers to purchase wood mulch from the City of Kenosha subject to the following terms and conditions:

- 1) **Definition:** Wood mulch is defined as tree stems, branches, buds and leaves that have been chipped and which may be suitable as mulch for landscaping purposes. (Dependent upon season, leaves may or may not be present in wood mulch.)
- 2) **Quantity:** Loads are based on a ten cubic yard dump box. The actual amount received may be more or less than ten cubic yards. Requests for less than ten cubic yards are charged the same amount as a full load.
- 3) **Purchase Price:** A load of wood mulch delivered to City of Kenosha residents is **\$70**. A check must accompany this form and be made payable to "City of Kenosha."
- 4) **Delivery:** Once the check and this form are received, your request will be added to a list and delivered according to the date the order was received at the Department of Public Works. The City does not guarantee mulch will be available, as requested. Park Division staff will attempt to contact you by telephone or email prior to delivery. The property owner is responsible for complying with local ordinances governing storage.
- 5) **"As Is:"** The City is selling wood mulch for the purpose of fostering recycling and recovering part of its costs. The City is not in the business of selling wood mulch for profit, and all mulch is sold "as is."
- 6) **Release of damages:** I expressly agree that the City of Kenosha is not responsible for damages caused by the delivery or weight of the truck, such as, but not limited to, cracked sidewalks and driveways, ruts, or damages to turf.
- 7) **Termination:** This agreement will become null and void upon receipt of wood mulch. If wood mulch has not been received by December 31 of the year the order was placed, this agreement shall be null and void in which case a full refund will be provided by the City of Kenosha to the Purchaser.
- 8) **Refund:** Purchaser shall be entitled to a refund, upon request, for any wood mulch paid for and not received.

Loads ordered for delivery outside the City of Kenosha city limits are subject to approval by Park Division staff prior to payment. Once an order is delivered to the proper location, the City staff can not pick order back up.

Owner's Printed Name: _____

Owner's Signature: _____ Date: _____

Wood mulch location diagram: Purchaser must sketch a diagram on the back of this document, indicating the approximate location for piling wood mulch.

Return this form along with payment to:
City of Kenosha,
Public Works – Park Division
3617 65th Street
Kenosha, WI 53142