



Hanley Farm Community Garden Contract  
City of Central Point Parks and Recreation  
140 S. 3<sup>rd</sup> Street, Central Point, OR 97502  
541-664-3321 ext 263 or ext 232; Fax 541-664-6384;  
[jennifer.boardman@centralpointoregon.gov](mailto:jennifer.boardman@centralpointoregon.gov)



## Hanley Farm Community Garden Contract Rules, Terms, and Conditions for Participation

### Introduction

The Southern Oregon Historical Society is the highest governing authority at the Hanley Farm Community Garden. The community garden rules will be enforced by the City of Central Point.

Breaking any rules, terms, and conditions is cause for exclusion from the garden and loss of your plot.

1. You will receive one verbal warning from the City of Central Point.
2. If no response or correction has been made, you will receive written notice two weeks later.
3. In another two weeks, if no response or correction has been made, you will receive written final notification that you have forfeited your gardening privileges and plot.
4. You will be allowed to reapply for another garden plot only after one year, and only at the discretion of the City of Central Point.
5. All conflict resolution should be directed to Jennifer Boardman at 541-423-1042 at the City of Central Point.

### Rules, Terms, and Conditions for Participation

If accepted as a gardener, I will abide by the following rules, terms and conditions:

1. I use this garden at the sole discretion of the City of Central Point and Hanley Farm Community Garden. I agree to abide by its policies and practices.
2. At no time are you allowed to enter any buildings on the property, with the exception of the restrooms.
3. Please leave all pets at your home.
4. The fee for the use of the garden is \$30.00 per plot, per year March 1- December 31, due on or before March 1. Fee for half of a year after July 1 or later is \$15.00. There are no refunds.
5. Water for the garden is turned on after threat of frost is over. This is usually around the end of March or early April. There is no water to the garden after October 1 and before April 15 on most years. You can begin gardening before the water is turned on/off, but must understand that water from the well will not be available. Most years this is not an issue as we have rain that can assist in watering.
6. Once I have been assigned a plot, I will cultivate and plant it within 30 days. You have the opportunity to garden until December. (Garden water is turned off at the end of September) If you do not wish to garden during the fall, please inform the City of Central Point so we know your plot will be unattended. If you do not inform the City of Central Point that your plot will be temporarily unattended, and it is obvious that the plot has not been cared for, the plot may be rented to another person. Plots must be actively gardened by May 15 or the plot will be rented to someone on the waiting list.
7. **Gardens must be cleaned of debris and dead plants by the end of October.**
8. Hanley Farm is open during normal business hours, 9:00 am – 5:00 pm on weekdays. If you are entering the farm after business hours, you are permitted access to the community garden area, but **NO OTHER AREAS ON THE PROPERTY.**
9. Every gardener will be issued a code to a lock on the gate and is responsible for **locking** the gate upon leaving the farm. **If you enter the farm after business hours on a weekday (after 5:00 pm), you should lock the gate behind you upon entering and exiting the farm.** If the gate is locked on a weekend, you should lock it again after entering the farm. In general: if the gate is locked

upon your arrival, lock it after you enter the property; if the gate is unlocked upon your arrival, it is not necessary to lock the gate after you enter the property. Under no circumstances may you give out the lock code to anyone.

10. My plot is 10' x 20' feet. I will not expand my plot beyond this measurement or into paths or other plots. I will keep all my plants within the limits of my garden plot and will not allow any plants to grow more than six feet high. I must keep my plot free of weeds, pests and disease.
11. I will keep my plot, paths and surrounding areas clean and neat. I will completely separate my trash using the appropriate receptacle. All other trash items should be removed from the site to be disposed of at your home refuse receptacle. Anything I bring from my home I will take back home. I will not bring household trash and leave it at the Hanley Farm Community Garden.
12. If I have more than one plot, I will give up my additional plots by the end of this gardening year December 31.
13. I will not plant any illegal plants. I will not smoke, drink alcoholic beverages, use illegal drugs, or gamble in the garden. I will not come to the garden while under the influence of alcohol or illegal drugs. I will not bring weapons or pets or other animals to the garden.
14. Guests and visitors, including children, may enter the garden only if I accompany them. They must follow all the rules, terms and conditions stated here. I will supervise my children at all times when they are in the garden. I am solely responsible for the behavior of my guests.
15. The City of Central Point may assign general garden maintenance tasks.(Tasks are weeding around plot area, picking up trash around garden area and keeping garden area neat and tidy)
16. I will water my plot according to the schedule set by the City of Central Point and SOHS (schedule is not set unless there are water restrictions due to drought conditions).
17. Unattended watering is not permitted. The exception to that rule is with an automatic water timer and a drip system is used. You may have no more than 20 gals per hour drip system and it should not run longer than 1 hour per day.
18. In respect for your gardening neighbors who may choose to garden without pesticide residue, and in compliance with Hanley Farm requests no commercial pesticides may be used in the community garden. This includes pesticides in spray and powdered form. There are many plants that act as natural pesticides. See the OSU extension agency for more information.
19. I will not take food or plants from other gardeners' plots. I will not take anything from the garden or Hanley Farm that is not rightfully mine.
20. I will respect other gardeners, and I will not use abusive or profane language or discriminate against others.
21. I will work to keep the garden a happy, secure, and enjoyable place where all participants can garden and socialize peacefully in a neighborly manner.
22. If a public event is taking place at Hanley Farm, you are invited to attend upon paying admission to the event. Parking is free.
23. Gardeners are asked to bring all of their own tools and to take their tools with them upon leaving the property. Hanley Farm, SOHS and the City of Central Point are not responsible for the loss of any tools left on the property.
24. No fencing will be provided. Fencing your own plot is allowed, provided you stay within the boundaries of your 10' x 20' plot. Fencing should not be higher than four feet and should not shade the garden of your neighbor. Wire fencing is preferred.
25. I understand that neither the SOHS nor the City of Central Point is responsible for my actions. I THEREFORE AGREE TO HOLD HARMLESS THE SOHS AND THE CITY OF CENTRAL POINT FOR ANY LIABILITY, DAMAGE, LOSS OR CLAIM THAT OCCURS IN CONNECTIONS WITH USE OF THE GARDEN BY ME OR ANY OF MY GUESTS.

## COMMITMENT

I have read and understand the application and accept these rules, terms, and conditions stated above for the participation in the Hanley Farm Community Garden.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Gardner

Printed name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Approved: \_\_\_\_\_ Date \_\_\_\_\_  
City of Central Point

Plot Number: \_\_\_\_\_

## FAQ-RULE REMINDERS-

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