



**VILLAGE OF WILLOW SPRINGS
LEGACY GARDEN PARK PROGRAM
SEASONAL CONTRACT**

**LEGACY GARDEN PARK LOCATION
105 KAZWELL STREET**

**BOXES ARE AVAILABLE FOR PLANTING
SPRING/SUMMER SEASON-- MAY 1 TO OCTOBER 15**

14--8x4 garden boxes

4--3x5 raised ADA accessible garden boxes

\$75 fee (\$50.00 refunded at close of season, provided box is returned to original state of use by October 15 and water faucet key returned)

TERMS AND CONDITIONS

Legacy Garden Park is open to Willow Springs Residents.

See rules and regulations.

SPONSORED BY

Willow Springs Beautification Commission

Spring/Summer Season May 1 to October 15 only

- Garden Boxes available for planting May 1 through October 15
- ALL boxes MUST be cleaned out by October 15

• NO Planting of **ANY TYPE** of Perennial Plant is allowed in any garden box—planting of perennial plants will disqualify you from receiving your deposit back at the end of the season.

Willow Springs Legacy Garden Park---Rules and Regulations

1. The Garden box fee is a \$75.00 deposit fee; \$50.00 will be refunded after the season if the Garden box is returned to its original state of use by October 15, as determined by the Beautification Commission and water faucet key is returned. Refunded deposit checks will be mailed after close of season.
2. Please make the check payable to the Village of Willow Springs. Cash and checks will be accepted. Payments may either be mailed to or dropped off at Village Hall.
3. The Garden box fee and attached Hold Harmless Agreement must be submitted concurrently. Failure to sign and return the Agreement will preclude the applicant from participating in the Willow Springs Legacy Garden Park. Key Agreement must also be signed to receive a key for water faucet, this agreement will be available after May 1 of the planting season. Gardeners will be notified when keys are available.
4. A maximum of two garden boxes may be issued to a Willow Springs resident per their address depending on availability.
5. **Please adhere to all of the following rules for Garden Park usage.**
6. Running water is available at the Garden Park. Every gardener will have their own key for the water faucet. The key number will coordinate with the number of your garden box. If you have two boxes, you will only receive one key. Please DO NOT share or give anyone your key. Your key **MUST** be returned at the end of the season to receive your deposit back. If lost, you will **forfeit** your deposit.
7. You are responsible for watering your garden box. **NO Hoses** will be allowed to be used by any of the garden box gardeners. Please fill your water containers and water your garden box.
8. Please **DO NOT** let the water run. When finished watering YOU are **REQUIRED** to lock up the faucet.
9. Materials such as cages, stakes, fences, etc. must be removed at the end of each season. You are not permitted to extend your garden beyond your assigned box boundaries. Any planting done in this manner will be removed.
10. **The Willow Springs Legacy Garden Park is an organically managed property. Only OMRI (Organic Review Institute [www.omni.org] listed insecticides and fungicides may be used. No herbicides are permitted. Organic home-made remedies are also allowed.**
11. **Only biodegradable mulches are to be used (i.e. no black plastic).**
12. **All pathways are to be kept clear.** Please do not put rocks, weed clumps, corn stalks, tools, chairs or structures on pathways.
13. **Weed your garden box and all surrounding areas outside of your box as often as needed. This is a much-needed necessity. PLEASE help keep the garden weed free.**
14. All garden debris is to be placed in the garden trash toter. Any debris left outside of the toter will not be picked up.
15. Dogs are not permitted within the Willow Springs Legacy Garden Park.
16. Do not borrow privately-owned tools without the owner's permission.
17. Please Do Not plant any type of perennial flowers or vegetation; there is no assurance of having the same box annually. **Planting of ANY TYPE of perennial plants will disqualify you from receiving you deposit back at the end of the season.**
18. Gardens left unattended are subject to non-renewal. If you reserve a plot then are unable to garden, please notify Village Hall so your unused plot can be reassigned.
19. All garden boxes should be planted by June 5.
20. Smoking and alcoholic beverages are prohibited within the Willow Springs Legacy Garden Park.
21. All children must be supervised at all times.
22. Garden boxes are assigned on first-come, first-serve basis; if all garden boxes are taken, remaining applicants will be added to a waitlist for the following season.
23. Keys must be returned and Garden Boxes must be cleaned out by October 15 to be eligible for return of deposit

HOLD HARMLESS AGREEMENT

Village of Willow Springs Legacy Garden Park Hold Harmless Agreement

I understand that the Village of Willow Springs, Illinois is not responsible for my actions at the Legacy Garden Park located at 105 Kazwell Street.

I THEREFORE AGREE TO HOLD HARMLESS THE VILLAGE OF WILLOW SPRINGS, ILLINOIS FOR ANY LIABILITY, DAMAGE, INJURY, LOSS OR CLAIM THAT OCCURS IN CONNECTION WITH USE OF THE LEGACY GARDEN PARK AT 105 KAZWELL STREET, BY ME OR ANY OF MY GUESTS.

I understand the rules and regulations of the Legacy Garden Park located at 105 Kazwell Street.

I THEREFORE AGREE TO THE RULES AND REGULATIONS OF THE LEGACY GARDEN PARK AT 105 KAZWELL STREET.

Please complete the information below in its entirety and clearly.

Full Name: _____

Full address: _____

Full Email Address: _____

Full Phone Number: _____ Cell Phone Number: _____

We will be using cell phone numbers to have a Garden text thread—

Do you want to be included in Garden text thread? Circle one option YES NO

Personal Check Number: _____

For the season of Spring/Summer: Year: _____

Signed: _____ Date: _____

To be filled out by Commission: Garden Box assigned: _____

(Return completed form to the Village of Willow Springs at the time of payment)

Village of Willow Springs
1 Village Circle
Willow Springs, IL 60480
(708) 467-3700

Still have questions?

Contact:

Linda Arra

Legacy Garden Park Coordinator --- larra@willowsprings-il.gov

Updated-10-20-2025