



GOVERNORS STATE UNIVERSITY GARDEN RULES [“GARDEN RULES”]

Governors State University has established garden plots on its campus that are available, subject to the Rules established by the university, for recreational gardening by individuals and groups. The availability of garden plots, the design of the garden, including the size, configuration and assignment of the garden plots, and the creation and application of the Garden Rules are the responsibility of the university.

A. GENERAL RULES AND FEES

1. Gardeners, and their use of the GSU Gardens, are subject to the Regulations and Policies of the Board of Trustees of Governors State University and to the Garden Rules contained in this document.
2. The gardening season will be established each year by GSU and will generally extend from April 15th until October 15th.
3. Gardeners are permitted to use the GSU Gardens after reading and signing this agreement, paying the required fees and after being assigned a plot.
4. Complaints, policies, and mediations are subject to the decisions of Governors State University, with the GSU Garden Coordinator having final authority. All gardeners should display common courtesy towards others.
5. Each gardener agrees to pay the established fee per plot to Governors State University for use of the assigned plot[s].
6. The GSU Gardens are open to gardeners from dawn until dusk.
7. Gardeners must park their cars in the designated parking areas adjacent to the GSU Gardens. Vehicles should not be parked in the designated parking unless the gardener is present in the gardens.
8. Gardeners are reminded to use good personal safety practices when visiting the GSU Gardens. For your safety, it is recommended to have a cellular phone with you. In case of an emergency, dial 911. In non-emergency situations or to report theft, vandalism, or unusual activities, call the GSU Dept. of Public Safety at 708-534-4900.
9. Children are welcome at the garden when accompanied by and fully supervised by an adult.
10. Dogs and other pets are not permitted in the GSU Gardens.
11. No illicit drugs, alcohol, or any form of tobacco is allowed within the GSU Gardens.
12. Radios, boom boxes, or other forms of music devices are prohibited. Music must be contained by headphones or earbuds.
13. No fires are allowed.
14. GSU reserves the right to change these GSU Garden Rules and the university's rules, regulations and policies at any time. Notice of such changes will be available on the GSU website, www.govst.edu.

B. ASSIGNMENT AND MAINTENANCE OF PLOTS

1. All gardeners are required to complete and submit the application form. Applications and fees must be submitted by May 31.
2. GSU will establish plots locations, dimensions and design within the GSU Gardens. The university retains the right to established plots designated for, and/or set aside for use by individuals/groups in the GSU community. Such set-asides may include plots for students/student groups, or accessible plots. General assignment of all other available plots in the GSU Gardens will be as follows: Priority for plot assignments will be given to members of the GSU community on a first come/first served basis prior to the beginning of the gardening season. After that, all remaining plots will be available, on a first come, first served basis, to any interested

gardeners from the surrounding communities. Gardeners can request specific plots, but assignment of a preferred plot is not guaranteed.

3. Garden plots are assigned to one person only and are not transferable. Gardeners may not give a plot to another person. Others may garden at your site, but the responsibility for payment of fees, cleanup and other duties at the site will be the responsibility of the individual whose name is assigned to the plot
4. Plot requests are filled according to the order in which the complete application form, including all fees is received by the GSU Gardens Coordinator. Payment must be included with the application form. If requests cannot be filled, the fee will be refunded. A waiting list will be maintained for applicants for whom no plot was available.
5. Returning gardeners will have right of first refusal to their plot for the following season, if application is made and all requirements are met by April 15 of the next gardening season.
6. Plot-selection disputes will be settled randomly by name-draw.
7. All gardeners must leave the required pathway between each individual garden. Obstructions in pathways including plant material will be removed.
8. Plots abandoned or unplanted on July 1 will be cleared and will be available for reassignment to current gardeners. They will be open for new gardeners in the following season.
9. Violation of gardener guidelines: If any of the rules, regulations, or policies are violated, you will be contacted via phone or email and have one week to address the violation. After one week has passed, if the violation has not been remedied, you may lose your gardening privileges with no return of any plot fees.

C. START OF SEASON

1. The planting deadline is July 1, 2013. Plots that are unplanted at the planting deadline are assumed abandoned and will be forfeited without a refund. Plots not planted by the planting deadline will be reassigned. Gardeners will notify the GSU Facilities Dept. at 708-534-4515 if they decide not to plant their assigned plot.
2. Gardeners must keep their plot[s] planted, weeded and harvested all summer long.
3. Gardeners should contact the GSU Facilities Dept. at 708-534-4515 if they will be moving, taking an extended vacation, or otherwise will be unable to maintain their plot throughout the summer. Abandoned plots may be reassigned mid-season.

D. END OF SEASON

1. Gardeners must clear annual vegetation by October 15th. Cover crops can be left on plots.
2. At the end of the season, all dead plants and weeds should be removed and placed at the designated spot for disposal or composting.
3. All non-plant materials such as stakes must be removed from the gardens.

E. GARDENING RULES

1. **Garden Plots**
2. Gardeners will follow organic gardening principles. GSU will provide a list of products which may be applied to the GSU Garden. Since organic definitions can vary and organically labeled pesticides can actually be as toxic as or even more toxic than synthetic versions, questions about the proper use of any garden additives should be directed to the GSU Facilities Department before the product is used.
 - a. Do not apply anything, tend to, or harvest anything from another gardener's plot.
 - b. Gardeners agree to keep the garden and garden edges free of weeds, diseased plants, insect-infested plants and over-ripe vegetables.
 - c. Do not plant trees, shrubs, or any perennial plant material including perennial herbs.

- d. Do not add any type of rocks or gravel such as landscape stone or cobbles.
- e. Tall crops (such as sunflowers and corn should be planted so as to not shade other gardens.
- f. Glass containers are prohibited from the gardens. In addition, containers, bags, etc. of any kind should be secured so as not to blow around and/or detract from the orderliness of the gardens. Such items are best removed when they are no longer needed.
- g. Growing or using illegal substances in the GSU Gardens will lead to loss of gardening privileges and possible criminal charges with no return of plot fee(s).
- h. Gardeners are responsible for the purchase of their own seeds and/or plants.

3. Watering

- a. GSU Gardens will provide water and hoses for shared use by gardeners. Do not leave the water on or unattended. Watering is not allowed between the hours of 12 P.M. and 4 P.M.

4. Garden Waste

- a. Garden wastes should be placed in areas designated for pick-up and disposal or composting.

5. Tools and Equipment

- a. Gardeners must provide their own tools
- b. Power equipment may not be used in the GSU Gardens.

F. GARDENER’S SIGNATURE AND LIABILITY WAIVER

Rules and decisions governing the GSU Gardens will be made by GSU Gardens Coordinator on behalf of Governors State University. I understand that the University, its trustees, employees and officers are not responsible for my actions. I THEREFORE AGREE TO HOLD HARMLESS Governors State University, its trustees, employees and officers FOR ANY LIABILITY, INJURY, DAMAGE, LOSS OR CLAIM THAT OCCURS IN CONNECTION WITH USE OF THE GSU GARDENS BY ME OR ANY OF MY GUESTS.

I have read and agree to abide by the above GSU Gardens Rules and Policies. I understand that failure to abide by these rules will result in forfeiture of my gardening privileges.

Signature

Printed Name

Address

Telephone Number

E-mail Address