



Recreation and Community Services
320 West Newmark Avenue
Monterey Park, CA 91754
Telephone: (626) 307-1388
Website: <http://www.montereypark.ca.gov>

APPLICATION FOR TREE MEMORIAL 2026

NAME OF INDIVIDUAL NOMINATED: _____ LIVING? _____ (Y/N)

ADDRESS: _____

NAME OF NOMINATING GROUP OR ORGANIZATION: _____

CONTACT PERSON: _____

ADDRESS: _____ CITY: _____ ZIP _____

PHONE: _____ EMAIL: _____

Nomination Process:

Please attach all materials, photos, documentation and letters to this application. The City will make every effort to return materials to the nominating authority listed, however, the City will not guarantee this or the condition of which the materials are returned. Please do not send original documents. Copies of these materials will be sufficient.

The submission period for applications and all materials is from Monday, February 2, 2026 through 5:30pm on Friday, February 27, 2026. Submit to the Recreation and Community Services Department via mail or email: 320 W Newmark Ave. Monterey Park, CA 91754 or Recreation@montereypark.ca.gov.

A committee of Commissioners will meet to review applications and make recommendations to City Council. Ceremony to be scheduled after City Council approval. All Committee review meetings are posted and open to the public. Nominating groups or individuals may speak and bring other pertinent materials to the meeting.

Committee reserves the right to accept, reject, approve or deny any and all of the applications it receives based on review of the materials submitted. The burden of proof as to the worthiness of a particular individual must be demonstrated by the information submitted by the applicant. Common knowledge or prestige of an individual is not enough to qualify for this recognition award.

The City shall determine the location for the tree memorial. Groups or individuals will not be allowed to request a particular site. The decision to plant a new tree versus using existing trees is at the sole discretion of the City. Wording on the plaque will be consistent with existing memorial plaques.

The intent of the program is to have the memorial remain undisturbed forever, however, the City must reserve the right to move, remove or change the existing tree or plaque as it deems necessary.

Please provide at least one picture and other suitable materials deemed necessary. In order to further determine merit, and to add significance to the prestige of the memorial, any individual whose name is put forth should be supported by at least three letters of reference by community members indicating the contribution made and significance, in their opinion.

QUALIFICATIONS

(Monterey Park Resolution No. 10485 & 11484)

Individual should have been a long term resident (10 years or more) of the City of Monterey Park, and has provided a service benefit to the entire Community, in one or more of the following ways (check items that apply):

_____ Served on a City elected or appointed position for at least two terms or 5 years, whichever is greater;

_____ Voluntarily served the City as an officer, or board member of, one or more City recognized Service Clubs, Volunteer community based organizations or other City service and charitable service organization, which provide a direct service to Monterey Park residents;

_____ A long term community business leader who has served the Community through his/her financial or voluntary efforts to one or more service and charitable service organization or non profit organization in the City of Monterey Park for a period of no less than 10 years.

_____ An individual, resident or non resident, who has made a significant or cumulative and positive impact on the Community.

The term "served" means that the individual must demonstrate an active role in providing a benefit to the Monterey Park Community, in addition to service to the City and charitable service organizations.

Special consideration without regard to the above mentioned qualifications, should be given to an individual , resident or non resident, who has deceased while performing service to our community.

Nominations may be submitted, accepted, and considered only once per year. There is no limit to the number of years in which a person may be nominated. Only three nominations will be recommended to the City Council per year. A person may only receive this honor once.

Complete resolutions available at:

[https://grmservices.grmims.com/CityofMonterey/\(S\(mnoqyplvaun42o01n5f3jkce\)\)/orc.aspx](https://grmservices.grmims.com/CityofMonterey/(S(mnoqyplvaun42o01n5f3jkce))/orc.aspx)