

MEMORANDUM

TO: Tree Care Contractors
FROM: Urban Forestry Division
DATE: 2011
SUBJECT: City of Vancouver City Street Tree Worker License Requirements

Any person who wants to perform major pruning on street trees within the City of Vancouver must secure the appropriate street tree permit and hold a valid City Street Tree Worker License.

If your company qualifies for a Street Tree Worker License, your company will be placed on a list of tree care contractors qualified to perform major pruning work within the City on street trees.

The following is a list of the items required by the City of Vancouver before a Street Tree Worker License can be issued:

- City Street Tree Workers License Application
- List of ISA Certified Arborists on Staff
- Vancouver Business License (copy)
- Proof of Liability Insurance of \$1,000,000 (copy)

The City Street Tree Worker License expires one year from the date of issuance or sooner if the liability insurance or ISA Certification of Staff lapses. The City will suspend the license when the licensee commits any of the following acts: Knowingly violates any of the provision of the Street Tree Ordinance or the standards established in the Street Tree Manual; knowingly conspires with another person by permitting one's license to be used by such other person unless employed by the licensee.

Please submit the required information with a complete application to:

City of Vancouver
Urban Forestry Division
PO Box 1995
Vancouver, WA 98668-1995

If you have any questions, please to contact Charles Ray (360) 487-8328.



**CITY OF VANCOUVER
URBAN FORESTRY
CITY STREET TREE WORKER LICENSE
APPLICATION 2011**

COMPANY NAME			
MAILING ADDRESS			
CONTACT PERSON/TITLE			
EMAIL ADDRESS			
TEL. NO / FAX NO.			
VANCOUVE BUSINESS LICENSE			
EXPIRATION DATE			
UNIFIED BUSINESS NUMBER			
INSURANCE CO NAME			
INSURANCE CO ADDRESS			
TEL. NO & FAX NO.			
CERT OF INS EFFECTIVE DATE			
CERT OF INS EXPIRATION DATE			
LIST OF ISA CERTIFIED ARBORISTS ON STAFF, CERTIFICATION NUMERS, AND EXPIRATION DATES			

APPLICATION MUST BE SUBMITTED TO URBAN FORESTRY ATTN: Urban Forester
(THE CITY RESERVES THE RIGHT TO REQUEST ADDITIONAL INFORMATION PRIOR TO GRANTING LICENSE)

<i>FOR OFFICIAL USE ONLY</i>			
DATE RECEIVED/UPDATED		UF SIGNITURE	
EXPIRATION DATE			