

**Eastwood Community Association  
P.O. Box 10662  
Midwest City, OK 73140  
Architectural Committee**

Date:

Homeowner's address:

**Subject: Permission to remove trees from ECA property.**

Dear,

The Eastwood Community Association (ECA) is responsible for removing dead or damaged trees from ECA property. However, the ECA is often forced to postpone such removals, owing to lack of resources.

Homeowners who wish to move such projects forward at their own expense are permitted to remove trees from ECA property, *provided that* they agree to the following conditions.

1. The trees to be removed must be properly identified and described.
2. The ECA must agree to the removal.
3. The trees must be located on ECA property.
4. The homeowner must assume the full expense of cutting the tree(s), and hauling the wood to a curbside pickup point, which must be located either on ECA property (e.g., the intersection of a street and a trail) or on the homeowner's property. *Cut tree limbs cannot be more than 6 feet long and 8 inches in diameter, or approximately 18 inches in circumference. Limbs can be split lengthwise to satisfy this requirement.*
5. The homeowner will not add any wood, brush, or other refuse, which may have been removed from his or her own private property, to the wood removed from ECA property.
6. The ECA will arrange, and pay for, the wood at the pickup point to be hauled away. This will usually be accomplished by the City of Midwest City Sanitation Department.
7. The homeowner assumes full liability for any accident or injury, to either persons or property, that may occur while cutting the tree(s), or moving the wood to the pickup point.

If you agree to the above conditions, please complete the "Application and Approval Form" on the following page.

**Application and Approval Form  
Removal of Trees from ECA Property**

*A copy of this completed form, with signatures, will be provided to the homeowner. Work must not begin until the copy is received. The original copy will be maintained in the ECA's office, filed under the homeowner's address.*

*Note: Please DO NOT SEPARATE this form from the attached letter (page 1).*

**Description and location of the trees to be removed:**

**Location of pickup point:**

**Wood will be ready for pickup on (date):**

*Note: The City of Midwest City usually picks up brush and cut wood on Wednesdays.*

**Homeowner's Application:**

**ECA Approval**

\_\_\_\_\_  
Homeowner's signature

\_\_\_\_\_  
ECA official's signature

\_\_\_\_\_  
Homeowner's name (printed)

\_\_\_\_\_  
ECA official's name (printed)

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
ECA official's title

\_\_\_\_\_  
Date signed

**Please submit the completed application form to the Eastwood Community Association Architectural Committee.**