



705 N. Zeeb Rd., Suite 201 • Ann Arbor MI 48103
Office: (734) 302-8715 • www.washtenawcd.org

Tree Seedling Transplanter Rental Contract

The Tree Seedling Transplanter is designed to plant bare-root seedlings for large scale plantings. For rental requests, questions, or schedule changes notify the WCCD staff:

Resource Specialist

(734) 302-8713 - equipment@washtenawcd.org
<https://www.washtenawcd.org/equipment>

TREE PLANTER RENTAL TERMS

1. Renter shall agree to operate the Tree Seedling Transplanter, hereafter referred to as the Equipment, according to the provided operating instructions and the WCCD's staff's instructions. The operator is responsible for verifying the setting for the desired depth and spacing.
2. Renter must use the Equipment with at least two people (driving & planting), a third is recommended to support and follow behind.
3. Renter must use a tractor with at least 40 horsepower and 3-point hitch (category 3, some category 2 tractors) to operate the Equipment. Operating speed of the Equipment should not exceed 5.5 mph.
4. Renter must plant in straight rows only and not attempt turns with the equipment lowered, or any use in stony or heavily littered ground, to avoid damage to the Equipment.
5. Renter must transport the Equipment according to local laws and speed limits. The Equipment taillights must be used and tested before each use. Renter should prioritize paved routes as much as possible to avoid damage caused by uneven dirt roads.
6. Renter's transportation vehicle must be rated to safely tow the Equipment and have appropriate hitch (see photo below for example).
7. The Equipment will be picked up and returned on the confirmed rental dates, regardless of weather and unpreventable circumstances. Pick-up and Drop-off will be at the WCCD office, 705 N. Zeeb Rd. Ann Arbor, MI 48103, unless otherwise specified.
8. Equipment will not be transferred to another individual without the permission of the owner, the WCCD.
9. **Rental Fee:** Renter agrees to pay: \$75.00 per day, with a minimum fee of \$75.
10. **Cancelled Reservation fee:** \$20 for each canceled reservation within 1 week of the reservation's start date. Renter must have a card on file or make a deposit with cash or check.
11. **Cleaning fee:** The Equipment shall be in clean, working order when it is picked up and upon completion of planting. The Equipment will be returned in the same condition it is received. If these stipulations are not met, the renter will be charged a \$100.00 clean-up fee.
12. **Late fee:** Length of possession of the Equipment, by any renter, will be determined by the WCCD staff. In cases of bad weather or any reason for cancellation, contact the WCCD staff no later than 24 hours before the reservation begins. A fee of \$50 for the first day and \$100 each additional day will be charged for not adhering to rental schedule. This is an important keep the Equipment moving during planting season.
13. **Late Payment fee:** A late fee of \$25 per month will be charged on all bills not paid within 60 days of billing. If balances are not paid in full, use of any Equipment will be withheld until prior bill is paid.
14. **Damage fees:** All damages of the Equipment, regardless of cause, including misuse or negligence on the part of the Renter will be paid for by the Renter. Upon receiving the Equipment, the Renter must check it over before using. If damage is seen, the Owner should be called immediately so someone can check its condition. This will protect the Renter from being charged for the damage.

I, the undersigned, agree to use the Washtenaw County Conservation District's Equipment as outlined in the above Rental Terms and the "Equipment Rental Agreement" (provided separately):

Producer Name: _____ Date/s Requested: _____

Signature: _____ Date: _____

Billing Address: _____ City: _____ Zip: _____

Phone: _____ Email: _____

Have you operated a planter or similar equipment before? YES / NO

EXPECTED Total Seedlings planting: _____ # of Sites: _____ Township/s: _____

ACTUAL Seedlings Planted: _____ ACTUAL Acres planted: _____ Date/s Planted: _____

Species Planted: _____ Seedling source: _____

Tractor Make/Model: _____ Horse-power: _____ (min. 40 HP)

WCCD Internal use only:

Reserved Date Out _____

Expected Date Back _____

Actual Date Out _____

Actual Date Back _____

Checked out by WCCD signature _____

Checked in by WCCD signature _____

Payment Method: CASH / CHECK / CREDIT CARD (circle one)

Check #:

Final Payment Date:

Total Days Rented:		Rental Fee \$75/day:	\$
- Deposits paid:			\$
+ Cleaning Fee:			\$
+ Late Return Fee:			\$
+ Damage/repair Fee:			\$
+ Late Payment Fee:			\$
Payment Total:			\$

Update log:

- 7/9/25 – added canceled reservation fee, updated contact details.
- 3/21/2023 – revised & moved info to the Instructional SOP
- Revised 3/2/2023 – initial draft