

## APPENDIX B

### POLICY FOR LOAN OF PLANTS

Loans will be available to Ministries, Statutory Bodies, NGOs, schools and churches. Other organizations/individuals may access the service through a written application to and approval from the Director of the Horticultural Services Division. The maximum amount of plants allowed will be 50 large potted plants and/or 50 small potted or bagged plants (for temporary landscapes). Clienteles requiring amounts in excess of this will have to send a written application to and receive approval from the Director of the Horticultural Services Division.

**The minimum service charge will be \$25.00 TTD.** Plants may be collected on the last working day before a function/event (when they are needed) and returned on the first working day after the function/event. A flat rate of \$20.00 per day will be charged on plants kept beyond this allocated time period. Clienteles will be required to replace any plants/pots lost through their negligence. Clienteles who abuse this service will be required to send a written application to and receive prior approval from the Director of the Horticultural Services Division before they can further access this service.

### SERVICE CHARGES FOR LOANS (TTD)

SERVICE (Large – 13”- 20” pots; Small – 6”- 8” pots or bags)	CHARGE
LARGE Loan of 1-9 plants	\$50.00
LARGE Loan of 10-19 plants	\$75.00
LARGE Loan of 20-29 plants	\$100.00
LARGE Loan of 30-39 plants	\$125.00
LARGE Loan of 40-50 plants	\$150.00
LARGE Loan of every additional 5 plants	\$75.00
SMALL Loan of 1-12 plants	\$10.00
SMALL Loan of 13-18 plants	\$15.00
SMALL Loan of 19-24 plants	\$20.00
SMALL Loan of 25-30 plants	\$25.00
SMALL Loan of 31-40 plants	\$40.00
SMALL Loan of 41-50 plants	\$50.00
SMALL Loan of every additional 5 plants	\$15.00