



# GreenThumb Event Listing Form

Let us know about all your garden events. Please fill out one form for each event.



1) Garden Name \_\_\_\_\_

2) Garden Address \_\_\_\_\_ 3) Neighborhood \_\_\_\_\_

4) Directions to Site (include bus/ train information & cross streets)  
\_\_\_\_\_  
\_\_\_\_\_

5) Title of Event \_\_\_\_\_

6) Event Date (and raindate if necessary) \_\_\_\_\_ 7) Time \_\_\_\_\_

8) Detailed Description of Event (example: block party with live music; barbecue; workshop, etc)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9) Garden Contact \_\_\_\_\_ 10) Phone Number \_\_\_\_\_

11) Contact Address \_\_\_\_\_  
(Street Address, City, State, Zip)

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All events are posted on the website. **Please remember, if you request a mailing of 100 postcards or more, we need to receive the event two months in advance (Parks mail room policy).**

**WEBSITE** : GreenThumb ([www.greenthumbnyc.org](http://www.greenthumbnyc.org)) and NYC Dept. Parks ([nyc.gov/parks](http://nyc.gov/parks))

Do you want to advertise your event with flyers or postcards? (Check one only)

**FLYERS** : Create \_\_\_\_\_ flyers to be picked up by / mailed to garden contact above.  
(number) (circle one)

**POSTCARDS** : Send postcards to community gardeners in \_\_\_\_\_ Community Board \_\_\_\_\_  
(borough) (number)

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**Send Completed Form to:**  
GreenThumb Attn: Events  
49 Chambers Street, Rm 1020  
New York, NY 10007

Phone: (212) 788-8070  
Fax: (212) 788-8052  
email: [eric.frey@parks.nyc.gov](mailto:eric.frey@parks.nyc.gov)