

Colorado State Forest Service Seedling Tree Nursery

Spring 2026 Sale Order Form

PLEASE REFER TO OUR 2026 SPECIES AVAILABILITY PAGE FOR PRICING & INVENTORY INFORMATION WHEN COMPLETING THIS

FORM Customer Information:

Name:			
Address:			
City:	State:	Zip:	
Phone:	County:		
E-mail:			
Customer Type (Select One):	<input type="checkbox"/> Retail (Private Landowners)	<input type="checkbox"/> Cooperator	
(Cooperators) Will any portion of this seedling order be resold to constituents within your jurisdiction?: <input type="checkbox"/> Yes <input type="checkbox"/> No			
(Retail & Cooperators) Will seedlings be used in support of USDA Conservation Reserve Program efforts?: <input type="checkbox"/> Yes <input type="checkbox"/> No			

Distribution Preferences:

<input type="checkbox"/> Pick-up: From our facility located at 3843 W. LaPorte Ave, Fort Collins, CO 80521 . See additional details below
<input type="checkbox"/> Shipment: Requires a physical address (no PO Boxes). If shipping address is different from above, please provide delivery address below: Shipping Address: _____ _____
City: _____ State: _____ Zip: _____
Preferred Pick-up/Shipment Month: <input type="checkbox"/> April <input type="checkbox"/> May <input type="checkbox"/> June <input type="checkbox"/> Other (please specify): _____

IMPORTANT (Please read):

Pick-ups: Fridays, mid-April through early June, from our Fort Collins office.

Shipments: Mondays, mid-April through early June, via UPS (2–5 business days). Shipping costs added to final invoice and due upon receipt.

To request a specific pick-up (Fridays) or shipment date (Mondays), use the "Other" box above.

Orders specifying only a preferred month will be scheduled as that month approaches.

Notices:

Special Notice to Consumers

Per the Colorado Code of Regulations

(8 CCR 1203-18)

Quarantine on the importation of Prunus Species into the San Luis Valley

We are unable to ship Native Plum or Manchurian Apricot to customers residing in the San Luis Valley

(Alamosa, Conejos, Costilla, Rio Grande, and Saguache counties)

Chokecherry, however, is allowed

Order Instructions:

Indicate the total number of seedlings desired in the quantity section (rather than the number of bundles).

Please be sure you are ordering in multiples of 25 (25 seedlings/bundle)

Order:

Bareroot Seedlings

	Species Common Name	Species Botanical Name	Quantity (Multiple of 25)
	American Plum	<i>Prunus americana</i>	
	Apricot	<i>Prunus armeniaca</i>	OUT OF STOCK
	Chokecherry	<i>Prunus virginiana</i>	OUT OF STOCK
	Wood's Rose	<i>Rosa woodsii</i>	OUT OF STOCK

Next Steps:

Please submit your completed order form via email to CSFS_Trees@colostate.edu

Once your order has been processed (2-3 business days) by our team, you will receive an order confirmation with final invoice, payment link, and further instructions. Payment must be received in advance of retail order pick-up or shipment.

By submitting this order, the customer agrees to the Colorado State Forest Service Nursery's 2026 Terms & Conditions of Sale

Spring 2026 Terms & Conditions of Sale

Colorado State Forest Service Nursery
5060 Campus Delivery, Fort Collins, CO 80523



These Terms & Conditions of Sale apply to all Colorado State Forest Service Nursery (CSFS Nursery) sales transactions and take precedence over any previous, conflicting, or buyer's terms and conditions. By submitting an order with the CSFS Nursery, you agree to the following:

Product Purpose

Seedling trees and plants purchased from the CSFS Nursery are to be used for conservation and/or restoration purposes only. Such purposes include but are not limited to restoration and reforestation efforts following disturbances, growing protective windbreaks, shelterbelts, and living snow fences, creating and enhancing wildlife habitats, carbon sequestration in urban areas, and mining reclamation.

Customer Types

Cooperators are agencies (e.g., Conservation Districts and federal, state, or municipal entities) or organizations (such as nonprofits) that purchase seedlings for resale within their service area or for use in conservation or restoration projects. LLCs do not qualify as Cooperators.

Cooperators seeking tax-exempt status or planning to act as a retail outlet must indicate this when submitting their order and provide any required supporting documentation

Retail customers are individual landowners or community groups purchasing smaller quantities of plants for their own conservation and/or restoration purposes on private lands.

Note: Cooperators manage the customers and customer orders of their office or area/district directly. Any customers who contact the CSFS Nursery for questions or inquiries regarding their order will be directed to the cooperator they purchased through.

2026 Products & Pricing

Product	Cooperators	Retail
Bare Root Bundle of 25 plants	\$25.75/bundle	\$36.00/bundle

Quality & Grading

The CSFS Nursery focuses primarily on a plant's survivability through transit and installation and does not grade based on any aesthetic values and should not be marketed as such by cooperators or wholesalers.

Orders

Orders will be processed on a first-come, first-served basis. Updates to available inventory will be made regularly at <https://csfs.colostate.edu/seedling-tree-nursery/>

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All orders must be placed in full lots (bundles) of a single plant species. Bareroot species are sold in bundles of 25 seedlings each. Lots cannot include mixed species, and orders containing mixed species or individual plants will not be processed. Each order must clearly identify the product, total number of seedlings per species (rather than the number of bundles), and a specified or preferred pick-up or shipment date or month.

Cooperator orders:

A non-refundable deposit is due within 30 days of order confirmation—25% for one-time final orders with no planned changes, **or** \$250 for rolling orders that are intended to be expanded over time. If the deposit is not received within 30 days, any allocated inventory may be offered to the next customer. The remaining balance will be due at pick-up or billed at the time of shipping.

Cooperator orders must be modified or canceled up to three weeks (15 business days) prior to the preferred pick-up or shipment date. After this deadline, orders are considered final and cannot be modified or canceled.

Retail orders:

Are considered final and cannot be modified or canceled once payment is received. Invoices are due upon receipt, and failure to remit payment within two weeks may result in order cancellation. Orders should be paid for in advance of distribution, whether via pick-up or shipment. .

Distribution Options

Orders made in the Fall/Winter will be ready for distribution the following Spring. The recommended spring planting window is mid-April through early June dependent on planting location.

Available distribution options:

Pick-ups are encouraged, as this option offers the greatest flexibility and cost-efficiency for both customers and the CSFS Nursery. Pick-ups occur on Fridays each week, 8:00 a.m.–4:00 p.m., from mid-April through early June at our facility located at **3843 W. LaPorte Ave., Fort Collins, CO 80521**.

Customers requesting pick-up may specify a preferred Friday or month on their order form. Those who do not specify a date will be contacted prior to their selected pick-up month to confirm one. For larger orders (500+ seedlings), a truck and/or trailer may be required. CSFS Nursery personnel will assist with loading and can provide pallets if needed.

Third-party shipping is available to all customers via UPS Ground. Shipping costs are **20% of the total order, with a \$20 minimum applied to orders of \$100 or less**. Orders are typically shipped on Mondays to prevent potential seedling damage from sitting undelivered over a weekend. Customers requesting shipping may specify a preferred shipment date (Mondays only) or month on their order form. Those who do not specify a Monday date will be contacted prior to their selected shipment month to confirm one. Shipments are generally received within 2–3 business days within Colorado. Shipping costs will be included on the final invoice.

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Note: The CSFS Nursery is not responsible for damage caused by mishandling shipments from third-party providers.

Billing Information

Cooperator orders: A final invoice including the order balance (less any deposits, if applicable) and any shipping costs will be issued on the date of distribution and will be due 30 days after receipt.

Retail orders: An invoice for the order and shipping (if applicable) will be included in the order confirmation email and will be due upon receipt. Failure to remit payment within two weeks may result in a canceled order.

The CSFS Nursery only accepts **Checks and Credit Card** payments. An online payment link will be included in your order confirmation upon receipt of your order form (2-3 business days). The CSFS Nursery cannot accept credit card payments from another CSFS office, in this instance, an Internal Order (IO) must be used to transfer funds internally (CSFS).

Please make checks payable to the Colorado State Forest Service and mail to:

Colorado State Forest Service Nursery
5060 Campus Delivery
Fort Collins, CO 80523-5060

Failure to submit payment by the due date will result in the following:

1. When an invoice becomes past due, the account for that customer will be locked, and additional sales will only be possible once the past due balance has been made current.
2. An invoice one month past due will be subject to a late fee (finance charge) of 3% of the total balance (minimum \$25) per month until the balance is paid.
3. Invoices which reach three months past due may be turned over to a collection agent.

Refunds & Exchanges

Seedlings are living organisms, and numerous environmental and handling factors influence their health and survival after planting—particularly young seedling stock. Therefore, the CSFS Nursery cannot guarantee survival or offer a warranty on purchased seedlings.

The CSFS Nursery strives to ensure that all plant material sold is healthy and viable at the time of distribution. If you have concerns about the health of any plants received, you must notify the Nursery **within two weeks of receipt** by following the steps below:

1. Take several clear, detailed photos of the affected plants.
2. Email the photos along with as much information as possible to CSFS_Trees@mail.colostate.edu.

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If the CSFS Nursery determines that the trees shipped were not viable, replacement seedlings will be provided. If the same species is no longer available, a suitable alternative will be offered. **No monetary refunds will be issued** unless replacement seedlings or alternatives cannot be provided.