



Arbor Day  
Foundation®

# Logging into the New Recognition Portal

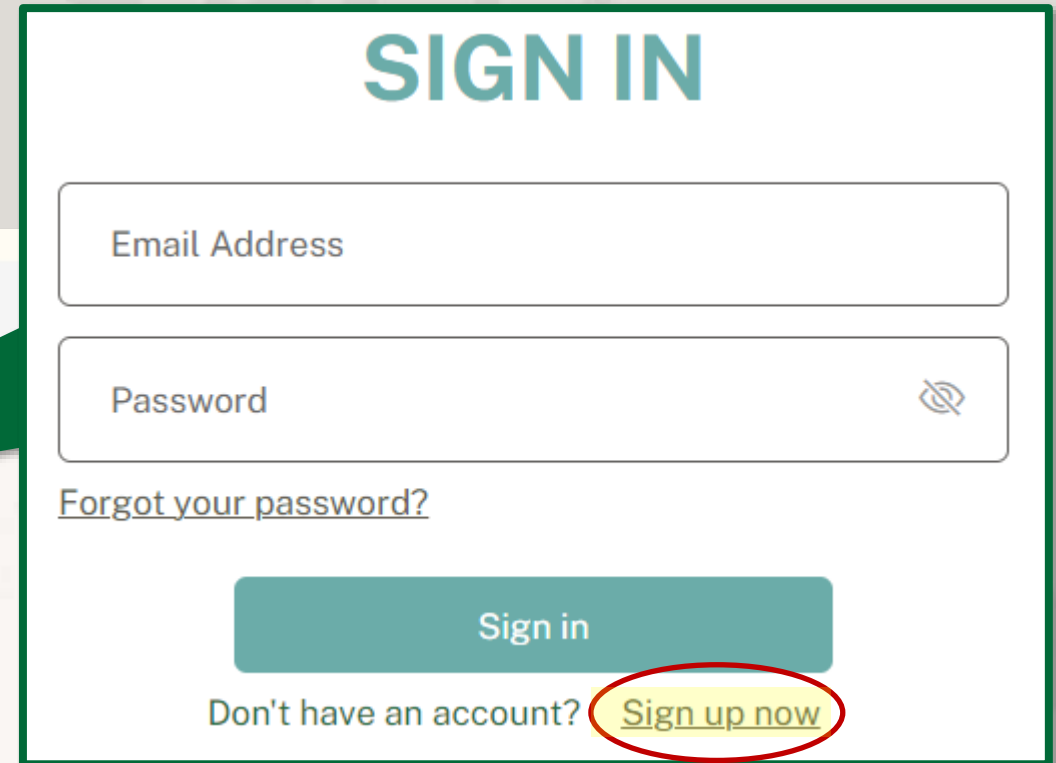
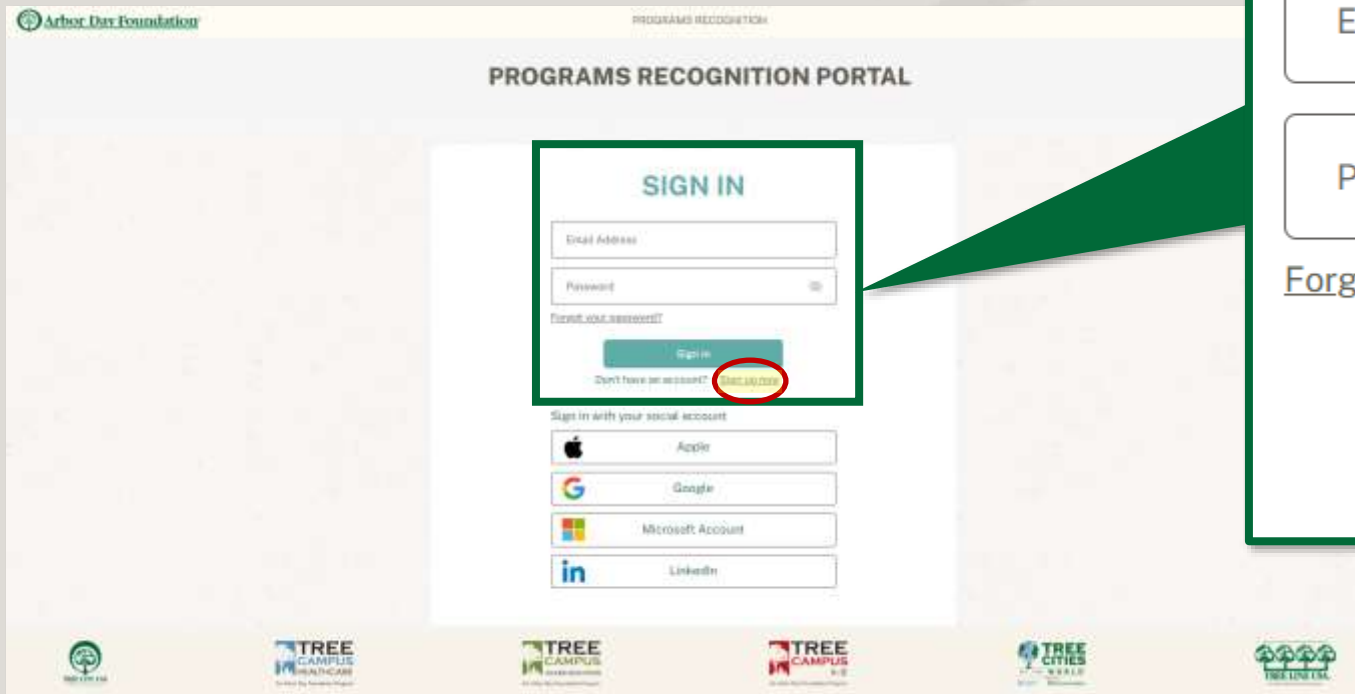
Updated September 2023



Arbor Day  
Foundation

# Get Started: Visit [recognition.arborday.org](https://recognition.arborday.org)

**ALL** users will need to click “sign up now” to create an account upon visiting the new portal for the first time.



Your **username will be your email address**, which differs from past years.



# Step 1: Verify Your Account

< Cancel

Send verification code

Enter your email address, then click  
**"Send verification code."**



# Step 1: Verify Your Account

[EXTERNAL] Arbor Day Foundation B2C account email verification code

MO Microsoft on behalf of Arbor Day Foundation B  
To Tree City

Reply Reply All Forward

Wed 8/23/2023 10:46 AM

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

## Verify your email address

Thanks for verifying your [treecity@arborday.org](mailto:treecity@arborday.org) account!

**Your code is: 777245**

Sincerely,  
Arbor Day Foundation B2C

An email with the subject line "Arbor Day Foundation B2C account email verification code" will be sent to your email. Within the email is a **6-digit code**.



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# Step 1: Verify Your Account

Copy the 6-digit code into the input box on the sign-in page and click "Verify code."

Verification code has been sent to your inbox. Please copy it to the input box below.

treecity@arborday.org

777245

Verify code

Send new code



# Step 1: Verify Your Account

After the code has been verified, enter your desired password and click "Create" to create your account.

E-mail address verified. You can now continue.

treecity@arborday.org

.....



.....



Create



## Step 2: Select the Program You Are Applying For

### PROGRAMS RECOGNITION PORTAL

What are you applying for?

Select Program

- Tree City USA
- Tree Cities of the World
- Tree Line USA
- Tree Campus Higher Education
- Tree Campus Healthcare
- Tree Campus K-12



# Step 3: Fill In Your Contact Information

**PROGRAMS RECOGNITION PORTAL**

**What are you applying for?**

Select Program  
Tree City USA

First Name \*

Last Name \*

Name required Name required

Phone Number \*

Email

Street Address \*

Shipping Address required

Street Address 2

State \*  County \*  Shipping City \*

Shipping Postal Code

Shipping Postal Code required

If my application is approved, I DO NOT wish to have my name and email included on the Tree City USA member resource directory (only available to other recognized Tree City USA communities).

Has your Community applied for Arbor Day Foundation recognition in the past?





# Returning Applicants: Reapplying for Recognition

Select Your State  
**Alabama** ▼

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Select Your County  
**Autauga County** ▼

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Select Your Partner  
▼

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If your community, campus, or utility has applied for recognition in a previous year and is re-applying, please select:

- The state in which you are applying
- The county in which your community, campus, or utility is located
- The name of your community, campus, or utility

**From here, continue to your application.**

