[DATE]

Dear [RECIPIENT NAME],

I am reaching out to you in regards to a property you own on [ADDRESS], TMK No. \_\_\_\_\_\_\_\_\_\_ in [SUBDIVISION] on the Big Island of Hawaii.

Our community is trying our best to control a rapidly growing and spreading tree called *Falcataria moluccana* or albizia. Albizia is a non-native tree that grows at an astonishing rate, making the wood very brittle. Branches break off easily causing property damage, loss of electric power, and even car accidents. Our community suffered severe damage from falling albizias during Tropical Storm Iselle, and we are taking precautionary measures to prevent a reoccurrence of the devastation in future storms. Additionally, we want to protect against the decrease in property values that results from the presence of these invasive nuisance trees.

We have identified non-hazardous albizia growing on your property that may become a threat if they are left untreated. By County and State law all hazard trees -- those posing a risk to property -- must be removed at the owner’s expense. With your permission, we would like to go onto your property to control those trees before they are deemed hazardous.

We have been trained by the Big Island Invasive Species Committee to use a highly effective herbicide called Milestone, which is applied in extremely small amounts to cuts made in the bark of the tree. This will cause the tree to lose leaves and eventually branches, with the center trunk still standing but with much less weight. Milestone is classified as a reduced-risk herbicide by the EPA and is considered very safe for the environment and human health.

The non-hazardous trees will be left standing and will decompose over time. You will not be charged for this service, and per Hawaii’s State Law (HRS Chapter 520A), you incur no liability for any injuries that may occur during these control activities if we have been informed of potential hazards such as large lava cracks or abandoned wells. If your property contains such hazards, please let us know.

I’ve enclosed an agreement letter for you to sign and return so that we may enter your property for the purpose of treating your non-hazardous trees. Also, enclosed is some information about the herbicide, Milestone. You can find more information about albizia, Milestone, and the pertinent County and State laws on the BIISC website ([www.biisc.org](http://www.biisc.org)/albizia).

Thank you for taking the time to read this letter and I/we hope to back from you soon,

 [SIGNATURE]