

Request to donate memorial tree, park or street furniture



Applicant Details

Name: _____

Address: _____

Contact Phone: _____

Contact Email: _____

Memorial Details

Name of person/event that the memorial is dedicated to: _____

Reason for commemoration: _____

Type of Memorial

Please specify the type of tree or furniture you are proposing:

Proposed Location for Memorial

Please describe exactly where you would like the tree/furniture to be installed.

Please be as specific as possible. Include the park or street name if known.

You may provide a sketch or photograph to help identify the site.

Plaque

If you would like a plaque installed, what inscription you would like on it?

You may provide a sketch or photograph if you prefer.

Financial Contribution

Please specify what financial contribution you will be making _____

- I agree to pay the financial contribution stated on this form
- I accept that Council is under no obligation to replace the donated item should it reach the end of its life or be damaged beyond repair.

Signature

Date

Office use only

Commemorative Tree Street Furniture Park Furniture

Park/Res: _____ PR#: _____

Street: _____ PR#: _____

P&FP: _____ Approved Declined More info required

P&FP Notes/Comments: _____

_____ Date: _____

Proj. Mgr. _____ Proj.Mgr. Notes/Comments: _____

WO# _____ Payment Rec. _____

Install. Date: _____ Asset Update Form Completed

Asset system: A.Offr.: _____ Asset Register Updated (# _____)

