



Commemorative Donation Form: Tree Planting, Bench with Memorial Plaque

FOR OFFICE USE ONLY

Date Received:

Approved:

Total Amount Due: \$300/tree \$500/bench

Payment Date: _____

Optional \$100/memorial plaque

Today's Date: _____

Applicant Information:

Contact: _____ Phone: _____

Company: _____

Address: _____

E-mail: _____

Species/Type of Tree Requested to be Planted (all trees will be a minimum of 2" trunk diameter unless otherwise specified):

Memorial Plaque Information:

Do you wish to have a Memorial Plaque installed with the tree planting or bench (check one)?

Yes: ☐ No: ☐

If 'yes' which heading do you wish to have (check one)?

☐ "In Memory of..."

☐ "In Loving Memory of..."

☐ "Donated by..."

☐ "In Honor of..."

Please provide the individual, organization or business name only that you would like to have following the above heading. _____

Note: Full payment must be received prior to ordering and installation of tree, bench and/or plaque. The City reserves the right to refuse any request for a tree planting, bench, and plaque installation with or without cause. Placement of trees or benches is general and not guaranteed.