



MEMORIAL BENCH PROGRAM

Donor Name: _____

Address: _____

City/State/Zip Code: _____ / _____ / _____

Email: _____ Phone: _____

PLAQUE INFORMATION

Inscription (Choose one heading and add up to three lines of text):

In Memory of In Honor of In Recognition of Other (please describe below)

Text (up to 24 upper-case characters per line, including spaces between words and punctuation marks)

Inscription Approval: (to be filled out by Donor)

Signature: _____ Date: _____

Inscription Approval (to be filled out by City Staff):

Name: _____

Signature: _____ Date: _____



1- 6' Riverfront Park Bench



2- 10" x 5" Example Plaque



3- 6' Community Park and Downtown Bench

Thank you for your interest in donating a memorial bench. For the cost of the bench, memorial plaque, and installation), an individual, family or group can donate a bench to remember a loved one, honor a person or organization, or commemorate a special event. The cost per bench

- Riverfront Park Bench: \$1,500
- Downtown Community Park Bench: \$1050

The above amounts are subject to change as material and labor costs change.

Each donor is limited to one application. A donor may request placement of a bench at a particular area, but the site and the specific location of the bench on the site will be determined by City staff based on site-specific conditions and the number of benches already present on the site. A cast bronze 10" x 5" memorial plaque with a heading and text selected by the donor will be attached to the bench. The order will be placed after the agreement, application, and payment have been received and the application has been approved. The bench and plaque will be installed by City staff within three months after the approval date.

City staff reserves the right to approve the content of the message on the plaque, including the right to approve and reject names and messages that are considered to be inappropriate, illegal or inconsistent with the mission of the Department. Names of individual members of a group wishing to donate a bench cannot be included on a plaque because of space limitations.'

The City of Palatka will not be responsible for replacement of the bench or plaque in the event of loss due to vandalism or acts of God. However, the donor may choose to replace the bench and/or plaque at the donor's expense by submitting a new agreement and application. The City of Palatka reserves the right to remove the bench if it is damaged or defaced and the right to relocate the bench if necessary for safety, environmental or land management reasons.

I agree to these conditions.

Name_____ Date_____

Signature_____

Please complete the attached application and bring or mail both documents with your check or money

order, payable to "City of Palatka," to:

City of Palatka
201 North Second
Palatka, FL 32177