



South Dundas Memorial Tree and Bench Program

Application Process:

- 1) Please complete the application form and submit it in person at the Municipal Office or email it to epalmerguindon@southdundas.com
- 2) The Parks and Recreation department Staff will obtain a quote and follow up with you for approval.
- 4) Once you provide written approval to proceed with the purchase, Staff will complete the order and provide details for you to complete payment.
- 5) Once the item arrives at the Municipal Office and payment has been received, Parks and Recreation Staff will install the item in accordance with the submitted application.
- 7) Staff will contact you to let you know installation is complete.

Applicant Information:

Date:	Tree and/or Bench
First Name:	Last Name:
Address:	
Phone:	Email:

Location:

Preferred Park and Location:
2nd Choice Park and Location:



Memorial Bench:

Please select what Bench you are requesting:

	Tahoe Series	
	Moraine Series	
	Have a plaque put on an existing Bench	Location of Bench:

Memorial Tree:

Please select what Tree you are requesting:

	Memorial Tree with Plaque	1 st Choice Tree: 2 nd Choice Tree:
	Memorial Tree without Plaque	1 st Choice Tree: 2 nd Choice Tree:
	Have a plaque put on an existing Tree	Location of Tree:



Plaque:

Wording is to consist of no more than 120 characters (this includes spaces and punctuation). Wording will be in the center of the plaque and the layout will be at Municipality's discretion. Tree Plaques are 2" x 4 ½" in size and Bench Plaques are 2" x 6" in size.

Common phrases include "In loving Memory of" or "in Tribute to" or "To Commemorate".

Three lines and under allow for the font to be larger.

Preferred Wording: <hr/> <hr/> <hr/>

Applicant Submission:

Applicant Signature:	Date:
Staff Signature:	Date:

Please Note:

~ All monetary donations and/or in-kind donations made to the Municipality and its agencies must be given unconditionally and voluntarily without any expectation of benefit.

~ Fees are reviewed annually and subject to change