



# Village of Brockport Commemorative Planting Donation Request Form

*Commemorative plantings provide our community a means to recognize, remember, and honor others through a lasting tribute. The contribution benefits the Village and allows people to pause, reflect, and appreciate their surroundings wherever the plantings are placed. The Department of Public Works has final say on availability of sites. For tree planting see Village of Brockport Donate a Tree Form.*

## DONOR/PURCHASER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## LOCATION: (Desired Location of Bench)

Name of Park: \_\_\_\_\_

Location Within Park : \_\_\_\_\_

(The Department of Public Works (DPW) has final say of available sites)

**PLAQUE:**(Optional). Please print proposed lettering here:

\_\_\_\_\_  
\_\_\_\_\_

**COST:** Please contact DPW for current prices at [cmcnees@brockportny.org](mailto:cmcnees@brockportny.org) or 585-637-1060

**PAYMENT:** Will be collected upon approval

Bench \_\_\_\_\_ Plaque \_\_\_\_\_ Cement Pad \_\_\_\_\_ Freight \_\_\_\_\_ Total: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

## BENCH REQUEST PROCESS:

- For Village parks: Submit to the Parks Committee (forwarded to DPW, Village Board)
- All other locations: Submit to the Department of Public Works (forwarded to Village Board)

The Village is not responsible for theft, damage and replacement, nor can the Department of Public Works guarantee the life of the bench/plaque. The warranty on a bench will be based on its replacement life cycle.

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DPW Approval \_\_\_\_\_ Board App \_\_\_\_\_ Parks Committee Approval \_\_\_\_\_

Payment Received \_\_\_\_\_ Bench & Plaque Ordered \_\_\_\_\_ Bench Installed \_\_\_\_\_