



Town of Stoneham
Commemorative Tree and Bench Donation Program

Bench/Tree Installation Application

Donor information

Name: _____ Phone: _____

Address: _____

Donation type (check the desired memorial)




<input type="checkbox"/> Tree with single granite plaque	\$2000
<input type="checkbox"/> Park Bench (8') with single bronze plaque	\$3000
<input type="checkbox"/> Plaque	\$285

The Town will replace donated trees within one year of the planting date if the Town deems it necessary. Tree donation includes the cost of care and pruning. The Town does not guarantee commemorative items against the effects of weather, vandalism, or theft. The Town reserves the right to remove or repair damaged or deteriorated trees and benches at the expense of the Town.

Commemorative Bench



If donating a tree, check the variety of tree desired:

<input type="checkbox"/> “October Glory” Red Maple 	<input type="checkbox"/> London Plane Tree 	<input type="checkbox"/> Kousa Dogwood 
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Location of the desired commemorative (refer to the list of available locations):

Plaque Text: Each plaque will be inscribed with the phrase “In Honor/Memory of (name)” and a pertinent title/date.

Complete name of honoree and relevant title(s): _____

Pertinent date(s): _____

Community Affiliation: _____

More about the Donations

1. **Application:** The application must be submitted with an **application fee of \$25**. The Town makes all final decisions regarding the application and installation of trees and benches, including, but not limited to, the approval of plaque inscriptions, bench and tree locations, and bench and tree types.
2. **Location:** The Superintendent of DPW and the Town Administrator will provide a list of available locations. The location may be subject to change depending on the conditions of the location throughout the useful lifetime of the commemorative.
3. **Duration:** The Town will maintain donated benches for their useful lifetimes, as determined by the Town, and the Town will not be responsible for the replacement of damaged or stolen trees and benches. The Town does not guarantee the commemorative items against the effects of weather, vandalism, or theft, and the Town reserves the right

to remove or repair damaged or deteriorated trees and benches, at the expense of the Town. In the case of removal, the donor will be notified by the Town and will be given the option to replace the damaged commemorative at their own expense.

4. **Installation:** Tree and bench installation or planting shall be performed by DPW at the expense of the applicant. Flowers, vegetation, pictures, toys, flags, and religious adornments are prohibited on or near the site of the commemorative.

I, by signing below, affirm that I have read and understood the above information.

Donor Signature: _____ Date: _____

Thank you for your generous donation and your participation in town beautification!

Authorizations

(The Town Administrator will inform the applicant if additional signatures are required.)

Town Administrator: _____ Date: _____

DPW/Cemetery: _____ Date: _____

Other: _____ Date: _____