

Contact Information	SECTION 1
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Name _____

Street Address _____

City/Town _____ Postal Code _____

Telephone (home) _____ (work) _____ (cell) _____

Email _____

Commemorative Tree	SECTION 2
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Please indicate your preferred tree type, species, and planting location. Once your application is approved, the City will supply, plant, and maintain the tree. While the City will make every effort to accommodate your requested tree type, species, and location, adjustments may be made at the City's discretion.

- Tree Type:**
- | | | |
|--------------------------|--------------------|----------|
| <input type="checkbox"/> | Evergreen – 150 cm | \$800.00 |
| <input type="checkbox"/> | Deciduous – 50 mm | \$800.00 |

Preferred Species: _____

Note preferred species may not always be available, and alternatives may be selected if necessary.

Preferred Tree Location: _____

Please provide the following information for inclusion in the Commemorative Tree Planting Program display. The submitted text will be added to the selected display and is subject to City approval.

Donated by _____

- Please select one of the following options:
- On the Occasion of _____
- In Memory of _____
- On Behalf of _____

Preferred Dedication Location: West (Bowring Park) East (Quidi Vidi Lake)

PW – Commemorative Program Application **Public Works**

Commemorative Bench **SECTION 3**

Please Indicate your preferred bench type and location. The City will make every effort to accommodate your request, however adjustments may be made at its discretion. Applications are not being accepted for benches at Quidi Vidi Lake, Bannerman Park, Kenny’s Pond, or Deadman’s Pond due to capacity limits.

Victorian Style Bench

- Donation: Bowring Park \$5,000.00
 Victoria Park \$5,000.00

Regular Style Bench

- Donation: Community Park Bench \$2,000.00

Preferred Bench Location _____

Plaques: The City will attach a plaque provided by the applicant and at your expense to an existing or newly installed bench. Plaques are to be made of brass and measure 7.5 cm x 25.5 cm.

Applicant’s Signature **SECTION 4**

Applicant’s Signature _____ Date _____

Payment Information **SECTION 5**

In Person: Cash, Cheque, Debit and Credit are accepted in person at the Access St. John’s Service Centre, 1st Floor, City Hall, St. John’s.

By Phone: Credit payments can be accepted by phone by calling 311.

By Mail: Cheque only, payable to City of St. John’s, P.O. Box 908, 10 New Gower Street St. John’s, NL, A1C 5M2

Cheques are to be made payable to the City of St. John’s

For Office Use Only **SECTION 6**

Payment Fee _____ Receipt # _____

Signature _____ Date _____

Privacy Notice **SECTION 7**

Collection of personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to process your Commemorative Program Application. Questions about the collection and use of the information may be directed to the Operations Supervisor – Parks and Open Spaces via email at publicworks@stjohns.ca.

Please send completed form to:	Access St. John’s First Floor City Hall P.O. Box 908, 10 New Gower Street St. John’s, NL A1C 5M2	For further information: Email: access@stjohns.ca Phone: 311 or 709-754-CITY (2489)
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