

Memorial Request Form



Name:		Address:	
City:		State & Zip:	
Phone:		Email:	

I would like to make the following donation in memory of my loved one

Memorial Bench <input type="checkbox"/>	<p>Approximately \$1,500 to \$3000 for a 5' or 6' bench. Please note: The size of the bench does not determine the final cost. The final cost may be more than estimated on this form and will include the actual cost of the bench, assembly of the bench, installation of the bench and a 2" x 8" plaque on the bench with your memorial wording. The memorial benches we currently use are made from recycled materials. The lead time from the time we order the bench to the actual bench installation is normally 3 – 6 months.</p> <p>Here is a link to the manufacturer of the benches for your review. http://www.dumor.com/recycled-plastic-benches-with-backrest.shtml http://www.dumor.com/recycled-plastic-benches-with-backrest.shtml</p>
Shade Tree <input type="checkbox"/>	<p>Approximately \$400 to \$800</p> <p>Please note, there are limited spaces available for new trees.</p>
Water Fountain <input type="checkbox"/>	<p>Approximately \$3,500</p>
Other (Please Explain):	

We will try our best to accommodate any placement preferences. If we are unable to accommodate the request, we will provide you with alternative options.

Preference for placement of memorial item:	Street <input type="checkbox"/>	Please give any street preferences:
	Park <input type="checkbox"/>	Please give any park preferences:
Plaque wording to be placed on memorial item, such as Person, Place, Event to be memorialized: Bench Plaque (2"x8"): 3 line maximum; 30 character limit per line. Tree Plaque (3"x 7"): 5 line maximum; 25 character limit per line.		

Please note a 50% deposit is required up front. The remaining balance will be invoiced after the work is completed.
 Submit to Department of Public Works at: 525 San Anselmo Ave, San Anselmo, CA 94960

Town Approvals

DPW Approval	
Recreation Approval	
Open Space Approval	

Field Notes: