15 December 2021

**Request for Memorial Plaque and Donation of Park Furniture or** **Tree**

Please complete all sections and submit this application to:

Coordinator City Design, PO Box 1, Doncaster 3108 or email [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au)

|  |  |
| --- | --- |
| Your name |  |
| Address |  |
| Phone |  |
| Email |  |
| Name of person to be recognised |  |
| Reason for recognition and date of passing |  |
| Preferred location for plaque (Park name and specific site, include map if possible) |  |
| Proposed text for plaque (100 x 50mm) |  |
| Seat / Table / Tree |  |
| Preferred tree species |  |

If your application is approved including the wording of the plaque you will be invoiced for cost of the furniture or tree. Full payment must be received before any orders will be placed. Furniture delivery and installation can take up to 3 months. Tree planting will be subject to availability and suitable seasonal conditions.

The applicant is responsible for the cost and ordering of the approved plaque and to be delivered to Council. Specifications will be given upon approval.

Current costs are: Timber Park Seat $3300, Timber Picnic Table $5500, Tree $450 incl GST.