

CITY OF FORT MADISON

TREE & BENCH MEMORIAL PROGRAM



BENCH PROGRAM

The cost to donate a bench memorial is \$1,500.00 which includes the purchase and installation, memorial plaque, a concrete pad for bench placement and maintenance for a ten-year period. Donations can be made year-round, but benches will only be installed April - October, weather permitting. The Parks & Recreation staff will be of assistance when choosing the bench and location within a City Park. Once the bench has been installed, the Parks & Recreation staff will mail a letter notifying the donor that the bench has been placed along with the final location. Once the ten-year period has expired, the donor will be notified and can either follow the renewal procedure, or request the return of their memorial plaque from the bench.

BENCH ORDER FORM

First Name: _____

Last Name: _____

Mailing Address: _____

City: _____ State: _____

Phone Number: _____

Email: _____

Preferred City Park: _____

Plaque to Read:

(8" x 2" has up to 3 lines of text &
20 characters/spaces maximum per line)

Line 1: _____

Line 2: _____

Line 3: _____

I wish to remain anonymous: Yes No

Please make checks payable and mail to:

**City of Fort Madison
Parks & Recreation Department
811 Avenue E
Fort Madison, IA 52627**

Thank you,

Fort Madison Parks & Recreation Department

FOR OFFICE USE ONLY:

Date: _____ Amount: \$ _____ Method of Payment: Cash Check CC Receipt #: _____ Staff: _____