



MEMORIAL TREE POLICY & APPLICATION

Looking for a way to memorialize a loved one? Consider donating a memorial tree to be placed in a Symmes Township park. The memorial tree provides a meaningful and living remembrance and gives back to the community. The following conditions apply:

1. The cost of the memorial is \$500. This includes a tree and 4" x 6" bronze plaque with up to a maximum of three lines of text.
2. Memorials may only be purchased by Symmes Township residents or business owners to remember a relative, family pet or special event. Non-residents may purchase memorials for a relative who was at one time a Symmes Township resident.
3. Donors may request a specific location in a park for the memorial, but the Township reserves the right to pick the location best suited for the tree and for the betterment of the park.
4. A memorial is for the life of the tree. If a tree dies or is damaged, donors will be contacted to see if they would like to replace the tree at the donor's expense, or have the memorial plaque returned or placed next to another tree in the park.
5. The Township is not responsible for damaged or stolen memorial plaques. If a memorial plaque is damaged or stolen the donor may replace it at the donor's expense.
6. Trees may be donated any time of the year; however, they will only be planted during the tree planting season.
7. No applications will be accepted without full payment. The Township reserves the right to accept or decline an application.
8. *All memorial tree donations are subject to park rules established by the Township Trustees.*

Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Select Tree: *(circle one)* Maple Oak Hickory Elm Buckeye Chestnut Spruce Pine

Wording for Plaque: _____

Location of Memorial: _____

The Township is only accepting Fir trees at the Meade Historic Preserve at this time.

Signature of Donor: _____ Date _____

For office use only		
Parks notified: Y or N	Plaque Ordered:	Proof Submitted:
Plaque Received:	Date of Installation:	Donor Notified: Y or N