



VILLAGE OF DAVIS JUNCTION MEMORIAL TREE / BENCH PROGRAM

Village Ordinance: Section 30-28 (d) Monuments and other objects. No person shall bring into, leave, erect, or install any rock, plaque, monument, sign, symbol or object of any kind in or upon the park system without first obtaining the written approval of the parks trustee.

From time to time residents request the planting of a tree or placement of a bench in memory of a loved one or other special occasion on Village property. The Village hereby outlines the following guidance for placing a tree or bench within Village Property. This guidance also provides the attached form for applying and obtaining approval from the Parks Trustee.

Trees:

Upon request through formal application Village residents can donate \$150 for the planting of a tree within the Village Parks. Trees are generally 2" balled and burlapped nursery grade shade trees suitable to the climate. The desired tree locations and species can be requested on the form but the Parks Supervisor or other designated individual from the Village will work with donors to determine the final tree species and location. Trees can be selected from a list provided by the Park Supervisor and will be planted in Spring or Fall. No plaque or other formal monument will be installed with the tree. The tree will be maintained by the Parks Department and replaced at no cost if it dies within the first 2 years after planting. Thereafter the tree can be replaced for the cost of the tree.

Benches:

Upon request through a formal application, residents can donate \$2500 for a bench to be placed in Village Parks. Parks Supervisor or another designated individual from the Village will work with the donor to select the bench location. The Village has the discretion as to the style and final placement of any bench donation. A small plaque indicating the donation will be affixed to the bench or pad with the Village having final say in wording. The bench will be maintained by the Parks Department and repaired or replaced if damaged or vandalized within a 10 year period.



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The Parks Department offers a memorial program through which groups, organizations or individuals may purchase trees or benches for any park. Memorial trees or benches for public parks are the perfect way to commemorate individuals, organizations or special family events. The fee is \$150.00 for each memorial tree and \$2,500.00 per park bench. Please complete the information below:

MEMORIAL TREE

_____ Yes, I/we would like to donate a memorial tree (\$150.00 per tree)

Number of Trees: _____ Amount \$ _____

Name of person to be memorialized: _____

Preference for the tree species to be planted: _____

Preference for which park the tree will be located. _____

MEMORIAL BENCH

_____ Yes I/we would like to purchase a memorial bench (\$2,500.00 per bench)

Number of Benches: _____ Amount \$ _____

Name of person to be memorialized: _____

Text for Plaque (up to 20 letters per line)

LINE 1 _____

LINE 2 _____

LINE 3 _____

LINE 4 _____

Preference for which park the bench will be located: _____

Name _____ Date: _____

Street Address: _____

City, State, Zip: _____

Phone #: _____

Please make checks payable to "Village of Davis Junction." Mail or drop off this form and check to Village of Davis Junction, 106 N. Elm Street, Davis Junction, Illinois 61020.

FOR OFFICE USE

Date Received: _____ Park Supervisor Approval _____

Amount Paid: _____ Parks Trustee Approval _____