

# CHESHIRE

Parks & Recreation



559 South Main St. Cheshire CT 06410

Phone: 203-272-2743 Fax: 203-272-5858 Email: recreation@cheshirect.org

## Memorial Bench Request Form

Memorial Bench Request Forms should be submitted to the Parks & Recreation Commission, c/o Recreation Department and mailed to the above address or via email. The Parks & Recreation Commission will review the request at their next meeting (Parks & Recreation Commission meetings take place the first Wednesday of each month unless otherwise noted).

Once approved, you will be contacted regarding payment. Payment is by *check only* and must be received prior to the department ordering the bench. Once ordered, benches take approximately 6-8 weeks to be delivered and installation will take place at the discretion of the department. *The fee for purchasing and installation of a Memorial Bench is \$2,000.00.*

Date of Request: \_\_\_\_\_

Requested by: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Bench in honor of: \_\_\_\_\_

Please submit a short statement why you are requesting this bench:

---

---

---

Please submit verbiage for plaque. Standard plaques are 2"x 10" and can hold 4 lines of text.

---

---

---

Requested Color: Green  Blue  Black

Requested Location: \_\_\_\_\_

Special Requests:

---

---

---

**Disclaimer:** Memorial Benches are the property of the Town of Cheshire. In the event that a bench is vandalized or damaged, the Recreation Department will make every effort to have the bench repaired (funding permitted). While changes are not anticipated, the Recreation Department reserves the right to relocate or decommission a bench at its sole discretion.