



Commemorative Planting Donation Request Form

Commemorative plantings provide our community a means to recognize, remember, and honor others through a lasting tribute. The contribution benefits the Village and allows people to pause, reflect, and appreciate their surroundings, wherever the plantings are placed.

DONOR/PURCHASER

Name: _____

Address: _____

Phone: (____) - ____ - ____ Email: _____

LOCATION*: Desired Location of Planting (Choose One)

Street/Path/Park: _____

Closest House/ Business: _____

*The Department of Public Works (DPW) has final say of available sites.

NUMBER and TYPE OF PLANTING: _____

PLAQUE: purchased, created and installed at donors option/expense.

COST: responsibility of donor

Donor's Signature _____ Date _____

Date of Installation _____

PLANTING DONATION REQUEST PROCESS:

- For Village parks: Submit to the Parks Committee, forwarded to DPW, Village Board
- All other locations: Submit to the Department of Public Works, forwarded to Village Board

The Village is not responsible for theft, damage and replacement, nor can the Department of Public Works guarantee the life of the planting/plaque. Any activities by the donor and any participants in the planting of this donation are at their own risk. Donor's signature above denotes acceptance of these terms.