

**BENCH DONATION PROGRAM
INFORMATION AND APPLICATION**

1. Applicants must read all information and policies for the bench donation program, fully complete the application below and return completed application to the Clerk's Office.
2. The City of Somerville will make all final decisions, including the location and the style of bench.
3. All bench requests must be accepted in accordance with the City of Somerville gift policy and procedures.
4. All inscriptions are subject to approval.
5. A check for the cost of the bench must accompany your completed application. See reverse side for cost breakdown.
6. Once your completed application has been received by the Clerk's Office, it will be reviewed and you will be notified of our decision.
7. Benches will be installed by the Department of Public Works or a City of Somerville contractor.

Date:	
Applicant name:	
Phone:	
Email address:	
Address: Street	City, State, Zip Code
In memoriam of:	
Requested bench location*:	If park location, requested location in park*:
Alternate bench location*:	If park location, requested location in park*:
Requested Plaque Inscription*:	

*Subject to approval by City of Somerville

PRICE INFORMATION

The donation amount for a bench is \$2,400. This price includes the cost of delivery, installation and maintenance of both the bench and the commemorative plaque.

Please make checks payable to:

City of Somerville

93 Highland Avenue
Somerville, MA 02143