

# Commemorative Tree and Bench Program

## Applicant Information

First Name		Last Name	
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Primary Telephone Number	Alternate Telephone Number	Email	

## Location

Name of Preferred Park (1 <sup>st</sup> Choice)	District: <input type="checkbox"/> Etobicoke / York <input type="checkbox"/> North York <input type="checkbox"/> Scarborough <input type="checkbox"/> Toronto / East York
Name of Preferred Park (2 <sup>nd</sup> Choice)	District: <input type="checkbox"/> Etobicoke / York <input type="checkbox"/> North York <input type="checkbox"/> Scarborough <input type="checkbox"/> Toronto / East York

## Request for Tree/Bench:

Request (please check appropriate box)

Commemorative Bench.....\$2,530.00\* (including plaque)  
 Commemorative Tree.....\$ 738.00\* (including plaque)  
 Commemorative Plaque.....\$1,753.00\* (on existing bench)

\*Fees are reviewed annually and subject to change

## Tree Choice

**Choice of Tree:**

1.

2.

# Commemorative Tree and Bench Program

## Plaque Wording

**Personal Wording** – Wording is to consist of no more than 120 characters. You must include spaces and punctuation as part of the allowed characters per line. Wording will be centre on the plaque and the layout will be at the City's discretion. Tree Plaques are 2" x 4 ½" in size and Bench Plaque 2" x 6" in size. To assist you, common phrases include "In Loving Memory of" or "In Tribute To" or "To Commemorate."

## How to submit the form and payment

Please submit this application form via email to [commemorativeprogram@toronto.ca](mailto:commemorativeprogram@toronto.ca)

Once your application has been approved, Staff will contact you with payment options.

For additional information, please call the Program Administrator at (416) 395-6028 or email [commemorativeprogram@toronto.ca](mailto:commemorativeprogram@toronto.ca)

All donations and/or in-kind donations, made to the City of Toronto and its agencies must be given unconditionally and voluntarily without any expectation of benefit. A donation cannot be used to influence the outcome of an outstanding approval, permit or license application or award of a procurement call. You must advise the City in writing if you, your organization or company is currently involved in a planning approval or procurement process with the City or one of its agencies.

Would you like a certificate (suitable for framing)?  Yes  No

Would you like a tax receipt?  Yes  No

Applicant Signature	Date (yyyy-mm-dd)
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## For Office Use Only

Staff Initials	Position Assigned	Location	Date Contacted (yyyy-mm-dd)
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Parks, Forestry and Recreation collects personal information on this form under the legal authority of the City of Toronto Act, S.O. 2006, Chapter 11, Schedule A, s.136 (c), the City of Toronto Municipal Code, Chapter 608, Parks and the City of Toronto By-law 314-2000. The information will be used to facilitate the installation of a commemorative bench and/or tree. Questions about this collection can be directed to the Technical Services General Supervisor, Parks, Forestry and Recreation, Alness Yard, 21 Alness Street, Toronto, ON, M3J 3H3 or by telephone at 416- 395-7936.