

*How would you or your group like to be involved? (Circle as many as are appropriate.)*

- *Help install the bench*
- *Be notified after installation*
- *Be provided with a photograph of the bench*
- *Be provided with a map of the park where the bench is located*
- *Receive a donation receipt/certificate*

*Please indicate the purpose of the bench:*

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### CHOOSING A LOCATION

Choose from any of the following Town of Buena Vista parks and outdoor facilities:

- Columbine Park
- Forest Square Park
- McPhelemy Park
- Mt. Olivet Cemetery

A 6-week lead time is required for bench construction. Installation is weather-dependent. Only pre-approved Parks Department sites may be selected (see list above).

The memorial bench becomes the property of the Town of Buena Vista once installed. Town staff will make reasonable efforts to maintain and repair damage to memorials. Should the memorial need to be relocated for any reason, town staff will attempt to contact the donor to arrange an agreed-upon new location.

*More information is available by contacting the Town of Buena Vista Public Works Department at 719-395-6898, located at 755 Gregg Drive.*

[www.buonavistaco.gov](http://www.buonavistaco.gov)



## TOWN OF BUENA VISTA MEMORIAL BENCH PROGRAM



The Town of Buena Vista invites you to participate in our Memorial Bench Program. The program provides a special way to honor a loved one, celebrate a special event in your life, or recognize a person or organization that has made a difference in the community.

**GUIDELINES**

You may participate in the program by making a donation of \$2,200, which covers the cost of the bench, the zinc plaque, and installation by town staff. Benches are cedar-colored, six feet wide, and made of a high-quality, durable DuMor recycled plastic product.



At the donor's request, the 2" x 10" zinc plaques can be personalized with a message of up to 56 characters. The placement of plaques will be determined on an individual basis. All text submitted for plaques is subject to approval by town staff.



Bench pictured with memorial plaque.

Plaques have a 4-line, 56-character limit.  
(Samples below are not to scale.)

4 lines, 52 characters:

*In Loving Memory  
Our Father and Friend  
John Smith  
April 1, 2008*

2 lines, 37 characters:

*"This park is a treasure"  
The Johnson Family*

You will be contacted by the Public Works Department with final payment information upon approval of your application and determination of bench location. Please do not send in payment until that time.

**Town of Buena Vista  
Memorial Bench Application Form**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Plaque Inscription (56 character maximum):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Send this completed application to:***  
**Town of Buena Vista**  
**Public Works Department**  
**PO Box 2002**  
**Buena Vista, CO 81211**