

Bench Donation Reservation Form

Contact Information for Donor:

Name: _____

Address: _____

Phone: _____

Email: _____

Plaque Information:

Circle one:

In Honor of

Given by

Dedicated to

In Memory of

Name(s) of individual: _____

Please see attached guidelines regarding information on terms, location and financial consideration for donation.

COMMEMORATIVE BENCH DONATIONS

1. BENCH DONATIONS – In conjunction with the federally-funded Transportation Enhancement Program project, which involves streetscape improvements on Main and Pioneer Streets, the Village of Cooperstown will accept donations for Village-owned benches to recognize individuals, groups, or significant historical individuals or events provided that such individuals or events were related to the local community and provided that all other provisions of the Guidelines for Donation, Memorial and Sponsorship Contributions are met.

A. Benches will be marked with a plaque of a material and size to be determined by the Village. Plaque wording should follow one of the following four formats:

In Honor of
John Doe
2019

Given by
Joe Doe
2019

Dedicated to
John Doe
2019

In Memory of
John Doe
2019

Other wording may be approved by the Village Administrator on a case by case basis. In cases where non-standard wording is requested by the donor, the Village Administrator may provide one or more alternative compositions for the donor's selection.

B. Only one bench shall be dedicated to any single person, group, or historical person or event, unless there is a compelling reason for additional dedications as shall be determined by the Village Administrator.

C. Bench donations commemorating commercial products, political parties, activist groups, or non-profit corporations involved in lobbying at any level of government, for profit corporations, or memorials containing endorsements of products or services, or that otherwise may be construed to be advertising or commercial promotion are prohibited. Local businesses may however, contribute toward a bench and have their names listed on a plaque.

2. LOCATION OF BENCHES -- Benches will be installed within the business district at the sole discretion of the Village of Cooperstown. Locations cannot be guaranteed and may vary throughout the lifetime of the bench.

3. TERM OF DONATION -- Commemorative benches shall be maintained for a period of 10 years. During the 10 year term, the Village will provide regular maintenance of the bench which may include staining the bench boards, repairing and replacing boards or hardware and the plaque. In addition to maintenance, the Village will make repairs that are necessary due to vandalism to the bench or plaque.

4. FINANCIAL CONSIDERATION – The minimum donation to participate in the bench donation program is \$350.