



## **CITY OF WHITE PLAINS RECREATION AND PARKS**



# **BENCH DONATION INFORMATION & APPLICATION**

## **WHY SUPPORT THE MEMORIAL BENCH PROGRAM?**

Thank you for your interest in donating a bench, to be placed in a park, to the City of White Plains. The bench will provide an opportunity for visitors to our parks and facilities to better enjoy their experience.

## **CAN I MAKE A DEDICATION FOR OTHER OCCASIONS BESIDES MEMORIALS?**

Adopting a bench makes an excellent gift for any occasion. They are the perfect way to honor someone you love or remember a special event. They are a unique present for birthdays, anniversaries, graduations and much more!

## **HOW MUCH DOES THE MEMORIAL BENCH PROGRAM COST?**

The donor will be responsible for purchasing a city-approved bench from the vendor specified by the Recreation and Parks Department and pay the installation fee as charged by the City of White Plains. The bench on average costs approximately \$3800 depending on the engraving, and the process from ordering to install takes about 90 days.

## **WILL YOU REPLACE MY BENCH IF THERE IS DAMAGE?**

The City of White Plains will not be responsible for the replacement of the bench or plaque in the event of loss due to vandalism or acts of nature. However, the donor may choose to replace the bench and or plaque at the donor's expense. The City of White Plains retains the right to remove or relocate the bench without notice.

## **CAN I CHOOSE THE INSCRIPTION ON THE PLAQUE?**

Yes, however, the Recreation and Parks Department reserves the right to approve the content of the message on the plaque / dedication, including the right to approve / disapprove names that are considered illegal, inappropriate or inconsistent with the mission of the Recreation and Parks Department.

## **WHERE WILL MY BENCH BE INSTALLED? CAN I CHOOSE THE LOCATION?**

A donor may request placement of a bench in a particular park or facility, however the site and specific donation of the bench on the site will be determined by the Recreation and Parks Department.



# CITY OF WHITE PLAINS

## RECREATION AND PARKS



### APPLICANT INFORMATION

**Donor Name** :

**Address** :

**Email** :

**Phone** :

### CUSTOMIZATION INFORMATION

**Product Specifications:** Plainwell 72" backed bench with center arm and flush-mounted machined bronze plaque. Freestanding/surface mount. Seat panel: IPE. Powdercoat color: Black.

**Requested Park / Facility Location:**

**Donation Level:** Bench & Engraved Plaque   
*Select one* Engraved Plaque Only

**Font Size Selection:** 3/8" Text: 21 Characters / Line - 3 Rows   
*Select one* 1/4" Text: 27 Characters / Line - 4 Rows

**Line 1** :

**Line 2** :

**Line 3** :

**Line 4** :

**I have read and accept the terms and conditions noted on this application.  
I acknowledge that this contribution is a donation and that all donated benches and associated items are owned, managed, and maintained at the discretion of the City of White Plains.**

**Print Name:** \_\_\_\_\_

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

### Return completed application to:

City of White Plains Recreation and Parks Department, 85 Gedney Way, White Plains, NY 10605  
Attn: Bench Donations or email [bbricker@whiteplainsny.gov](mailto:bbricker@whiteplainsny.gov)