



Tree, Bench and Paver Donation Program Application

If you have any questions regarding the program, please call the Public Works Department at 320.258.7304. All applications are reviewed for appropriateness and subject to approval. Please type or print legibly.

1. Donor Information

Name: _____ Phone: _____
Address: _____ Fax: _____
City,State,Zip: _____ Email: _____

2. Donation Information *(Please indicate the donation type, the City will accommodate request if possible)*

_____ Bench \$1750.00
_____ Swing Bench \$2250.00
_____ Paver \$ 150.00
_____ Tree \$ 250.00

3. Desired Location Information *(Pavers will be installed near Angel of Hope, Bench and Tree locations must be approved by the City but effort will be made to accommodate donor's preferred location. Park name and neighborhood – or – Street address and neighborhood)*

4. Proposed Text for Plaque or Paver

15 Characters Per Line – 3 Line Maximum

5. Payment: Please make your check payable to: The City of Sartell

Credit Card: Visa, Mastercard, Discover (Payments can also be made online through our donations page at www.sartellmn.com/city-donations)

Card # _____ **Expiration Date:** _____ **CVV#** _____

Signature: _____

6. Please return this form and your payment to:

City of Sartell, Attn: Donations, 125 Pinecone Road N, Sartell, Mn 56377

7. I have read, fully understand, and agree to abide by the Tree, Bench and Paver Donation Program.

My signature below indicates that I have read this document in its entirety, and understand that:

- A. The City makes all final decisions, including but not limited to availability, bench location, bench style, tree location and tree species. Donor can be notified of the location before donation is finalized. Pavers will be installed near Angel of Hope, Bench and Tree locations must be approved by the City but effort will be made to accommodate donor's preferred location.
- B. All language used on recognition plaques is subject to approval.
- C. All donated items are the property of the City of Sartell and will be maintained according to City policy and priorities.

Signature of Donor: _____ **Date:** _____