

**Town of Sexsmith
Community Memorial Tree Application
Arbour Park**

Date: _____

Purchaser Name: _____

Address: _____

E-Mail : _____

Phone: Home _____ cell _____

Plaque Inscription (as you would like it to appear on the plaque) Four lines maximum. PLEASE PRINT CLEARLY - see sample attached.

in the amount of \$500.00

COST: 500.00 (no GST)

Pricing includes memorial tree planted with a plaque on a 4x4 post in front of the tree (Because this is considered to be a donation, no GST is charged)

**Payable to: Town of Sexsmith
9927-100 Street
Sexsmith, AB
T0H 3C0**

Approved by _____

Date _____

Terms and Conditions:

- “Memorial tree” means a tree that is planted and maintained by the Town of Sexsmith as part of the Community Memorial Tree Program.
- Tree memorial plaques will be returned to the applicant at the end of the useful life of the tree. If the Town of Sexsmith is unsuccessful in contacting an applicant within 180 days, the applicant will be deemed to have forfeited any remaining items.
 - Memorial trees will be planted in Arbour Park through this program. Public Works staff will finalize the exact location before the tree is planted.
- Applications will be accepted year round. Tree planting will take place Spring to Fall of the year requested, as weather permits.
- All trees and plaques will be purchased through the Town of Sexsmith
- Tree Plaques:
 - o Are 3 ½ x 3 ½ inches in size. Dates indicating years of birth, death or special occasions are permitted.
 - o The Town of Sexsmith retains the right to approve all content for memorial plaques
 - o The Town of Sexsmith reserves the right to refuse any application in memory of a publicly controversial individual; a controversial historical leader; a loved one that is not deceased; an animal or a pet.
 - o The applicant will provide the content for the plaque. The Town of Sexsmith assumes no responsibility for claims or damages resulting in errors in layout, formatting design, including but not limited to errors in wording, spelling, or other inaccuracies related to inscribed information.
 - o The timeline from application to planting may be up to 8 weeks depending on supply and production times for the plaque.
 - o A maximum of one plaque per memorial tree is permitted.
 - o Planting of trees and plaques will be undertaken by Town of Sexsmith Public Works staff and these items will become the property and responsibility of the Town of Sexsmith.
 - o Only Town of Sexsmith staff are permitted to install or remove plaques on tribute trees.
- The Town of Sexsmith will endeavor to maintain all memorial trees at their original locations.
- In the event that the tree dies due to unknown conditions the Town will replace the tree, the Town has trees in Arbour Park that may be used as memorial trees if one likes to use an established tree.
- The Town of Sexsmith is not responsible for the theft, damage or vandalism to any memorial tree or plaques.
- The Town of Sexsmith reserves the right to decline any application at their discretion.

- A tax receipt will be issued for the total amount gifted. Payment must be made in advance.
- By signing below, I agree to accept the Terms and Conditions of the Town of Sexsmith Community Memorial Tree Program as listed above.

Applicant Signature: _____ Date: _____

For further assistance with your application, please call 780-568-3681.

Completed applications can be scanned and sent to reception@sexsmith.ca, faxed to 780-568-2200 or dropped off at the Town of Sexsmith 9927-100 Street Sexsmith, AB

Plaque Sample

----- 3 ½ inch -----

<p>In Memory of</p> <p>PETER PIPER</p> <p>Father, Grandfather, and Husband</p> <p>Always missed, never forgotten, loved forever</p>	<p>3 ½ inch</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p>
---	---

3 ½ inches x 3 ½ inches – 4 lines