



Parks Donation Application Form

City of Penticton Parks Department

616 Okanagan Avenue East

Penticton, BC V2A 3K6

Phone: 250-490-2500 E-mail: publicworks@penticton.ca

penticton.ca

IS THIS A RENEWAL OF A PREVIOUS BENCH OR TABLE DONATION? ☐ YES ☐ NO

IF YES, ARE WE TO RE-USE THE EXISTING PLAQUE?

- ☐ Not Applicable
- ☐ "Yes, please re-use the existing plaque"
- ☐ "No, I would like to purchase a new plaque" (for new plaque please add \$444 to the total cost)

DONATED ITEM: Please indicate what you would like to donate or sponsor:

- ☐ Bench (new) - \$2,700
- ☐ Bench (renewal) - \$1,350
- ☐ Picnic Table (new) - \$3,220
- ☐ Picnic Table (renewal) - \$1,610
- ☐ Park Improvement Project - Select donation level: ☐ Platinum (\$10,200) ☐ Gold (\$3,060) ☐ Silver (\$765)
- ☐ Tree - \$444
- ☐ Bike Rack - \$1,120
- ☐ Pet Stand - \$342
- ☐ Add a Plaque - \$444
- ☐ Hanging Basket - \$265
- ☐ Floral Display - \$2,650
- ☐ Park Stewardship - \$214

NAME: _____

DONATION AMOUNT: _____ (Pricing includes all costs including installation*, maintenance and taxes.)

* -The timeline for installation varies; however, our crew typically is **unable** to install plaques from **May-September** due to operational demands during that time.

LOCATION OF DONATION ITEM*: _____

(*Note: Prior to submitting the donation the location must be verified by authorized City Park's staff)

DONOR CONTACT INFORMATION:

ALTERNATE CONTACT INFORMATION:

NAME:		NAME:	
ADDRESS:		ADDRESS:	
CITY & POSTAL CODE:		CITY & POSTAL CODE:	
HOME PHONE:	CELL:	HOME PHONE:	CELL:
E-MAIL:		E-MAIL:	

GIFTING: If this donation is being made as a gift to another person, then please provide below the name and address of the person who will receive a Letter of Appreciation from the City:

PLAQUE WORDING:

Donors are encouraged to choose messages that are *Uplifting, Inspirational or Promote Enjoyment* of the park area. To honour a person, consider wording that captures a piece of their personality, the best advice they gave, or a favourite memory of them.

Examples for Inspiration:

- 'Your Laughter Will Always be Music to Our Ears'
- 'Racing Through the Forest, Over the Mountains, Jumping into the Lake...Thank you [Name] for the Adventure'
- '[Name]'s Favourite Place to Sip Coffee & Converse'
- 'It's a Good Day to Make a New Friend. [Name] Met Many Here.'
- 'Pause to Listen to the Whisper of Leaves & the Murmur Waves.'

Plaques are not intended to serve as replacements for appropriate memorial markers. Dates indicating lifetime and wording (such as 'In Loving Memory' and 'Rest in Peace') that serves to create a memorial of a deceased person will not be permitted. The City shall approve all plaque wording.

As a Guideline for fit, we suggest a maximum of 6 lines of 35 letters and spaces per line.
For Pet Stands: Donor or Pet name only. For Hanging Baskets & Floral Displays: Donor or Honoree name with up to 32 letters and spaces.

I have read and consent to the guidelines of the Parks Donation Program:

SIGNATURE: _____ DATE: _____

Updated: Sept 5-23 For internal use only: \\citysan1\data\city\RMS\1300-1599 INFORMATION SYSTEMS AND SERVICES\1490 Records Management\1490-09 Forms Management\Parks\Gifting Program\2023\2023 Parks Donation Application Form.docx