**Form 1 - Memorial Bench, Plaque or Tree Purchase Enquiry Form:**

Please complete and return to [environment.mgt@dundeecity.gov.uk](mailto:environment.mgt@dundeecity.gov.uk) or Dundee City Council, Neighbourhood Services – Environment, 5, City Square. Dundee. DD1 3BA. **(N.B.** **we are not able to accept hand-delivered forms).**

**Section A - Contact Details**

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Telephone: |  |
| E-mail: |  |

**Section B - Request Details**

Would you like to purchase a new bench or tree (with plaque) to be placed or would you like to purchase a plaque to add to an existing bench?

|  |  |
| --- | --- |
|  | Please tick |
| Bench (with plaque) |  |
| Tree (with plaque) |  |
| Plaque (for existing bench) |  |

Where would you like your new bench, tree or your plaque placed? Please try to be as specific as possible.

*(In cases where an area cannot support an additional bench, plaque or tree, an alternative area will be provided for consideration.)*

|  |
| --- |
|  |

**Section C - Plaque Details**

All plaques will be provided by the Council and attached to your bench or post at the base of your tree.

Plaque to be in the name of

Plaque finish (Please refer to memorial bench protocol for examples)

|  |  |  |
| --- | --- | --- |
| Finish | Stainless Steel | Aged Bronze |
| Preference (please tick) |  |  |

Please print your memorial message for the plaque below for Council approval. A maximum of 85 characters (including spaces) can be included across up to 4 lines of text.

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