***Please Note: There is no availabilty for commemorative benches in Marlay Park, Killiney Hill Park, Vico Road, Dalkey, Dillions Park, Blackrock Park, Cabinteely Park, Sandycove, Dún Laoghaire Park and Seafront areas.***

## Park location or Open space

**Applicant’s details:**

|  |  |
| --- | --- |
| **Name/Organisation:** |  |
| **Address:** |  |
| **Phone:** |  |
| **E-mail:** |  |
| **In memory of:** |  |

Exact Wording for the Commemorative Plaque (Bench Only)

*E.g. In memory of “Title” “Year”*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
|  | Date | Signature |
| Application |  |  |
| Receipt issued |  |  |
| Bench Installed |  |  |

Please return all completed application forms to: [info@dlrcoco.ie](mailto:info@dlrcoco.ie)

Or send by post to:

Parks Section,

Community and Cultural Development,

Dun Laoghaire Rathdown County Council,

Level 3, County Hall,

Marine Road,

Dun Laoghaire,

Co. Dublin

A96 K6C9

Telephone: [01 2054700](tel:0035312054700)

**Memorial Details:**

Memorials for events or individuals who have made a significant contribution to local heritage, culture and/or community development and the public recording of the event/individual to enhance the ‘sense of place’.

Memorials requested by families within the community to commemorate that will be dedicated to departed family member or friend.

In both of these categories the council will accept contributions for benches and tree planting in a park, cemetery, street or public space (subject to the availability of suitable locations), Under the following conditions:

**Commemorative Trees:**

1. The location of the tree and selection of tree species shall be at the discretion of The Parks Team.
2. The tree shall be planted and maintained by The Parks Team, no plaque or memorabilia are to be placed in the vicinity of the tree.
3. The sponsor shall be required to meet the cost of the work. There are three options depending on the size of tree preferred. The fee is to cover the cost of planting and administration.

|  |  |  |
| --- | --- | --- |
| **Option** | **Cost** | **Size (stem girth)** |
| **A** | **€250** | 14-16cm girth (bare root/root ball) |
| **B** | **€350** | 16-18cm girth (root ball) |
| **C** | **€450** | 20-25 cm (root ball) |

1. The Parks Team reserve the right to remove or relocate the tree at any time should it be considered necessary.
2. With regards to a **Tree in Killiney Hill**, only small Native Saplings can be planted there with a maximum cost of **€100.**

**Commemorative Benches:**

1. The Selection of the location, bench and plaque will be at the discretion of The Parks Team.
2. The bench shall be installed and maintained by The Parks Team, no plaque or memorabilia are to be placed in the vicinity of the bench.
3. The Plaque shall be installed on the uppermost backboard and the inscription is to be agreed with The Parks Team.
4. The Plaque shall be maintained for the lifetime of the bench or for a minimum of 5 years.
5. The applicant shall be required to meet the cost of the purchasing and installation of the donated bench.
6. The fee to cover the cost of installation and administration varies depending on the park.
7. The Parks Team reserve the right to remove or relocate the bench at any time should it be considered necessary.