

Commemorative Bench or Tree Application

Park location or Open space

Applicant's details:

Name of person making application	
Organisation <i>(if applicable)</i>	
Address	
Phone	
E-mail	
Type of Commemoration: Bench or Tree	
In memory of	

Exact Wording for the Commemorative Plaque (bench only)

e.g. In memory of "Title" "Year"

Please return the completed application form to: 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:012054700)

FOR OFFICE USE ONLY

	Date	Signature
Application		
Receipt issued		
Bench/Tree installed		

Commemorative Bench or Tree Application

Types of community/family Memorials:

- Commemoration of an event, or of individuals who have made a significant contribution to local heritage, culture and/or community development.
- Memorials requested by families within the community and 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:

- a. The location of the tree and selection of tree species shall be at the discretion of the Parks Team.
- b. 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.
- c. 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)

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

Commemorative Benches:

- a. The selection of the location, bench and plaque will be at the discretion of the Parks Team.
- b. The bench shall be installed and maintained by the Parks Team.
- c. The Plaque shall be installed on the uppermost backboard and the inscription is to be agreed with the Parks Team.
- d. The Plaque shall be maintained for the lifetime of the bench or for a minimum of 5 years.
- e. The applicant shall be required to meet the cost of the purchasing and installation of the donated bench.
- f. The current fee is set at **€950** to cover the cost of installation and administration.
- g. The Parks Team reserve the right to remove or relocate the bench at any time should it be considered necessary.