



## **MEMORIAL BENCH PROGRAM INFORMATION**

### **Memorial Bench Specifications - \$1,250**

The memorial bench program allows family and friends to honor a loved one by placing a bench in one of the Township parks. A donation will be made to the Township of Spring Lake and in exchange for the donation, the Township will purchase a Memorial Bench. Requests for memorial benches are approved by the Township of Spring Lake. All benches will be purchased from By the Yard and will include engraving, installation, security hardware and an administrative fee. Any engraving and wording will be approved by the Township.

No plaques, or additional items including but not limited to decals, ornaments, memorabilia, plantings, memorial displays, signs or mementoes shall be permitted at the bench site.

Donor shall have no right, title, or interest in the bench beyond that expressly identified in the agreement. Donor acknowledges and understands that the bench will be open and available for general public use in a manner consistent with Township policy and practices.

The Township will determine when maintenance and disposal of the bench is necessary. After expiration of the initial fifteen (15) year warranty term from the installation date, it will be at the Township's discretion to maintain, replace or remove the bench. If the donor would like to take possession of the bench at that time, it will be the responsibility of the donor to contact the Township and the bench will be provided "as is".

### **Memorial Bench Process**

Benches will be located in Fish Lake Park or South Shore Park. The Township will determine where in the park the bench will be placed. Only locations in these two (2) parks will be considered for a memorial bench. The Township reserves the right to limit the number of memorial benches at a particular location. Benches may be moved by Township staff at their discretion due to construction or changes within the park.

Complete the Order Form and Memorial Bench Program Installation and Maintenance Agreement before submitting full payment to the Township of Spring Lake.

Upon Township approval, staff will contact you to finalize the request, notify you of the location chosen, and establish a timeline for installation.

The Township will install the bench to Township standards and will continue maintenance for fifteen (15) years from the date of installation. The Township accepts no liability for damage to memorials from vandals or third parties, or while performing maintenance activities.

If you have any questions, concerns or need to report any issues/damage to your memorial bench, please contact the Township at 952-492-7030 or [saradomer@springlakeTownship.com](mailto:saradomer@springlakeTownship.com)



## MEMORIAL BENCH APPLICATION

Date of Submission: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

### **Bench Engraving Wording**

Wording is subject to approval, with a maximum of 100 characters:

---

---

---

### **Bench Location Selection**

Spring Lake reserves the right to move the Bench within the selected park

- Fish Lake
- South Shore

Cost: \$1,250.00

Payment may be made by cash or check, all checks must be made Payable to:

Spring Lake Township  
20381 Fairlawn Avenue  
Prior Lake, MN 55372