

City of Port Alberni
Parks and Recreation Department

TREE

Donation Program



The City of Port Alberni Parks and Recreation Department, invites individuals, organizations or service clubs to sponsor a park tree.

This Park Tree and Shrub Donation Program may be a tribute to honour one or more persons for his/her past or present contribution to the community, to a service club project, in memoriam, as well as for other special events.

All park tree and shrub sponsorship requests and donations must be deemed to be acceptable by the Parks and Recreation Department.

Tree and Shrub Selection

A.) Trees to be planted shall have a caliper size of 50 to 70 mm as measured 1.5 metres above the ground. The variety and size of the tree or shrub and the preferred location to be planted must be acceptable to Parks and Recreation staff.

Cost of this sponsorship is \$1,500.00 to pay for the tree purchase, planting and maintenance, as well as the purchase of the donation board plaque which will be mounted in a concrete block placed at the base of the tree. Please indicate your wording in the space below.

Guidelines

- Sponsor agrees to City of Port Alberni location of tree.
- Sponsor agrees to the City of Port Alberni's right to relocate the tree.
- City guarantees to maintain and/or replace damaged tree to its original species and size.
- Payment is due on confirmation of order.

Plaque Inscription

Plaque Size 3" x 14"

Three lines of forty (40) letters and spaces per line permitted.

Line 1

Line 2

Line 3

Sponsorship Information

Name of Sponsor _____

Address _____

City _____ Postal Code _____

Phone (h) _____ (w) _____

Income Tax Receipt Information - As Above _____ or

Name _____

Address _____

City _____ Postal Code _____

Phone (h) _____ (w) _____

Donation Amount \$ _____ Preferred Location of Bench _____

Tax receipts will be issued upon request.

Signature of Sponsor

Date

For Further Information, Contact

Parks and Recreation Department
Phone: 250-723-2181
Fax: 250-723-1035
E-mail: scott_kenny@portalberni.ca
4255 Wallace Street
Port Alberni BC V9Y 3Y6



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