



Memorial Bench Donation Program

Gahanna Parks & Recreation’s bench donation program is designed to help our parks fund the addition of much needed benches throughout our parks, shelters, trails, waterways and playgrounds. We encourage bench donations for memorials, remembrances, recognitions or celebrations.

Your donation of \$2,500 will cover:

- The purchase, delivery and installation of the bench on a concrete pad
- Cost of 2 (two) personalized bench slats
- The term of the dedicated bench is ten (10) years from the date of installation
- Ongoing maintenance of the bench and its surrounds will be provided by Parks Staff
 - Parks staff is not responsible for replacement of damaged or stolen benches
 - Parks staff reserves the right to determine if a bench is no longer usable
 - A memorial bench that has been determined no longer usable, damaged or destroyed for any reason, may be replaced at the donor’s expense, at the current rate.

Once the application has been accepted our vendor will send a proof mockup of the slats that will need your final approval prior to being ordered.

Installation of benches is weather permitting. The Parks Superintendent will notify you to discuss the requested location of the bench. Once the bench is installed you will be contacted.

All memorial benches placed on City of Gahanna owned property become the property of the City of Gahanna at the time of installation.



Name:	
Address:	
City:	State: Zip:
Daytime phone:	Cell phone:
Email:	
Requested park:	
Specific location in park, if any:	
Personalization: Line 1 (insert name) "In Memory of _____" Line 2 (insert From & To dates) _____	
Bench donation	\$ 2,500.00
Total Submitted	\$

Checks payable to: City of Gahanna

*All donations to the program are fully tax deductible to the extent provided by law.

For Parks Administrative use only:					
	Approval and/or Signature	Date		Approval and/or Signature	Date
REQUEST DATE:			BENCH LOCATION APPROVED:		
SUPERINTENDENT REVIEW:			BENCH/PAD ORDER DATE:		
PARKS DIRECTOR NOTIFIED:			CONCRETE PAD INSTALLED:		
			BENCH INSTALLED:		