

## CASCADE CHARTER TOWNSHIP

### COMMEMORATIVE BENCH DONATION POLICY AND APPLICATION

#### POLICY OVERVIEW

The Cascade Township Parks and Recreation Department welcomes the opportunity to work with donors interested in honoring or memorializing significant individuals in their lives. Your kind gift will allow the township to provide an attractive, durable bench and commemorative plaque in a location that is meaningful to the donor and honoree.

#### THE DETAILS

- All benches will be approximately six feet in length made of weather-resistant composite. Specific bench design will be determined by the Parks Department. Plaques will be inlaid bronze, 4" x 8", and inscribed in accordance with the donor's wishes as designated on the attached *application form*. The township reserves the right to review the proposed inscription to ensure compliance with applicable state and federal law.
- The township will make every effort to honor the donor's wishes as to the bench's location, including the specific park, trail, or pathway. The Parks Director reserves the right to work with the donor to ensure the final location aligns with the township's master plan, a particular park's needs, and otherwise provides users with optimal access and usability.
- The township will maintain the bench for a minimum of ten years, after which time it may be replaced when and as/if needed. The original donor has the right of first refusal on renewing or replacing the bench at that time.
- The donor cost of a commemorative bench and plaque is \$5,000, or \$2,500 for veterans, with the proceeds being used to purchase, install, and maintain the bench, as well as providing continued support for our wonderful park system here in Cascade. The donation must be completed prior to the ordering of the bench and plaque.
- Once the donation is received and the inscription and location are confirmed, township staff will complete installation within six months. This timeline could vary, depending on weather or materials availability.
- Exceptions to this policy may be considered at the discretion of the Parks Director or Board of Trustees.

#### THE BENEFITS

Cascade Township is blessed with incredible natural and recreational resources including lakes, rivers, pathways, parks, and open spaces. Your support provides users of all ages the opportunity to experience these gifts, on their own terms, while at the same time recognizing those positive influences that have made a difference in your life. A win-win, all the way around. Thank you for making a difference!

**CASCADE CHARTER TOWNSHIP**  
**COMMEMORATIVE BENCH DONATION APPLICATION**

Donor(s) Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell: \_\_\_\_\_ Home phone: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred bench location (optional): \_\_\_\_\_

Plaque inscription: A maximum of 72 letters/characters, on up to 4 lines. A final proof of the inscription and layout will be provided to the donor prior to placing the order for the plaque.

Inscription language:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Payment: Checks may be made payable to "Cascade Charter Township". Please contact the Cascade Township Clerk for additional payment options. The completed application and check may be mailed to Cascade Charter Township, 5920 Tahoe Dr, Grand Rapids, MI 49546. They may also be dropped off at the Cascade Township Hall during normal business hours or placed in the secure, after-hours receptacle located in front of the building.