



COME WALK IN AUDUBON PARK

Historical Site and Bird Sanctuary

MEMORIAL TREE PROGRAM



This program was designed to honor a deceased person or persons by having a tree planted in their memory. The required minimum donation would be \$500. The Audubon Park Garden Club and Forest Board would determine the variety, size and location of this Memorial Tree and make arrangements to have it planted. A sign will be placed with the information provided by the donor at the time of the request. (See attached form.)

If at any time, the sign or tree is damaged or in need of replacement the donor may request the sign or the tree be replaced. If still under nursery warranty there will be no cost to the donor to replace the tree. If no longer under warranty, the replacement cost will be assumed by the donor.

Upon approval of the request by the Forest Board and Audubon Park Garden Club tree advisors, the tree variety and its donor's name (including contact information) and the name of the person(s) being remembered will be recorded in the official map of the city's parks maintained in the City of Audubon Park Office. The Forest Board and Audubon Park Garden Club will act on these requests, deciding the tree variety, size and location within 60 days of the receipt of this request. They are to write on the request form that the request was accepted or rejected. If accepted they are to note on the request form the variety, size and location of the tree to be planted and may reserve a tree from a nursery. (The tree will be planted at the proper time of spring or fall). They will return a copy of the request form with the notations to the City Clerk so she may record the information on the official map and contact the nursery to authorize purchase of tree or communicate with Forest Board and Garden Club to finalize the purchase. If the request is rejected, the donation will be promptly returned.

Please mail application and payment as directed on the bottom of this page.

MEMORIAL BENCHES

In 2006, when this program was created by the Audubon Park City Council in cooperation with the Audubon Park Garden Club, the goal was to have six steel park benches donated. This program has been extremely well received and appreciated by the many residents who frequent the parks. As of July 2019, there have been 15 benches placed in the parks. The benches remain the same style as originally selected. Due to increased manufacturing cost and delivery charges the required donation is now \$2500. A bronze plaque is affixed to the back of the bench by the manufacture with the name of the person(s) being remembered. (See attached template.) A request for the bench should follow the same process as a request for a tree, but the donor may request a specific park: Robin, Wren, Oriole, Cross Bill or Curlew. The Forest Board and Garden Club representatives will make the final decision based on projected tree growth and maintenance in the area requested. Should a specific park location not be available, you will be contacted and offered another location. The City of Audubon Park and the Audubon Park Garden Club cannot assume financial responsibility for replacement of damaged benches. However, to date none have been damaged or stolen. They are securely installed with concrete mounting.

PLEASE Return the application and payment to Audubon Park City Hall 3340 Robin Road Audubon Park, KY 40213

A check or money order made payable to Audubon Park Garden Club must be included. Check with your tax advisor, as this donation may be tax deductible. The Audubon Park Garden Club is included in the 501 (c)(3) category through The Garden Club of Kentucky.

Audubon Park Memorial Tree and Bench Program Request Form

Your Name _____

Your Address _____

City, State & Zip _____

Phone Number _____

Name of person to be remembered. Please print clearly exactly as you want it to appear on sign for tree. Fill out template on next page if you are requesting a bench.

Please check one of the following choices and follow the instructions as indicated.

TREE

Please attach a check or money order made payable to the Audubon Park Garden Club in the amount of \$500.00 and mail or deliver with completed forms to Audubon Park City Hall 3340 Robin Road Louisville, KY 40213. Upon acceptance you will receive written acknowledgment of your donation. (Please check with your tax professional to determine deductibility of this donation). Processing time to accept or decline your request may take up to 90 days. The actual planting of the tree is determined by proper planting time, weather, availability of the tree and available space. This may take several months. If request is declined, donation will be returned promptly.

Please suggest location for tree. _____

BENCH

Please attach a check or money order made payable to the Audubon Park Garden Club in the amount of \$2,500.00 and mail or deliver with completed forms to Audubon Park City Hall 3340 Robin Road Louisville, KY 40213. Upon acceptance you will receive written acknowledgment of your donation. (Please check with your tax professional to determine deductibility of this donation). Process time to accept or decline your request may take up to 90 days. The actual placement of the bench is determined by many factors-manufacturing and shipping schedules and suitable weather conditions for site preparation and installation. This may take 6-8 months. If your request is denied, your donation will be returned promptly

Please specify (circle) location you prefer for bench: **Robin Park, Wren Park, Oriole Park, Cross Bill Park, Curlew Park**

I have received and read the written description of the Memorial Tree and Bench Program that is on separate page. I understand and agree with the program and the exclusive right of the Audubon Park Garden Club to accept or decline a request, select the tree or bench and its location.

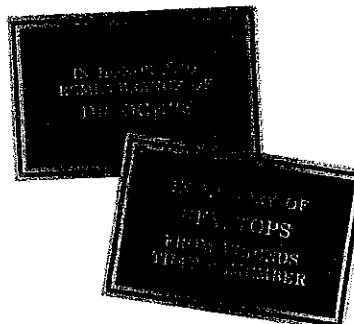
SIGN HERE _____ DATE _____



Create a timeless moment.®

BRONZE PLAQUES

Victor Stanley offers a solid bronze plaque that is 6 x 4 inches and is 1/4 inch thick. The plaque may have up to 4 lines of text with 14 characters per line. We provide a double border and a choice of Black, Brown or Hunter Green for the background. The text is in a brushed bronze finish and uses the font New Brunswick.

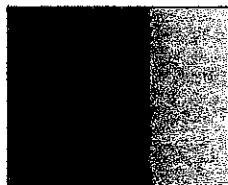


OPTION INFORMATION SHEET

Use the form below to design your custom bronze plaque.



Black



Brown



Hunter Green

BRONZE PLAQUES