

Town of Superior Memorial Bench Donation Program

Your donation of a park bench helps beautify parks and provide a useful amenity that thousands of park users can enjoy. The gift is a unique way to remember a loved one or honor an individual. Benches typically replace an existing bench that is reaching the end of its usefulness or one may be placed at a new site. Bench design and location may vary based on the needs of a specific park and some parks may not be available at all times.

Location Options

1. **Replacement of an existing aging bench in a location.** Benches cost approximately \$900-1300, the cost is market based and the donor will approve the inscription proof and final cost prior to payment and placing the order. This approximate cost is for the bench only.
2. **Bench in a staff approved new location.** Benches cost approximately \$900-1300. In this option however, the donor shall also cover the cost of a concrete pad for the bench. This cost is an additional approximate cost of \$850, this cost is market based and the donor will approve the inscription proof and final costs prior to placing the order. +Concrete pads are required to protect the bench from irrigation and mowing.
 *All prices listed are samples and will be verified during the initial stages of the process.

Furniture Samples

- A. Lettering and font is as shown in the pictures and colors would be a bench with cedar boards and a black base. The bottom picture below shows a bench with arms, the bench would be the same design but without arms (arms may be requested and will be an extra cost). Potential donors may also see installed examples near the Williams Field turf field on the west side berm at Community Park (1350 Coalton Rd).

Bench Frame Color Options

- Black
- Brown
- Green

CLASSIC WITH ARMS
 A Classic design with you in mind. This bench is built for durability. The extra wide, 2"x 6" plastic planks provide added comfort.

1184 milk jugs

Available Seat/Back Color Options

- Black
- Brown
- Cedar
- Gray
- Green
- Sand
- Weathered

SIZE	Item #	Dimensions	Weight
4ft	T64BA-01	48" L x 26.75" W x 32.5" H	101 lbs
6ft	T86BA-01	72" L x 26.75" W x 32.5" H	148 lbs
8ft	T88BA-01	96" L x 26.75" W x 32.5" H	198 lbs

without arms

SIZE	Item #	Dimensions	Weight
4ft	T84B-01	48" L x 26.75" W x 32.5" H	98 lbs
6ft	T86B-01	72" L x 26.75" W x 32.5" H	145 lbs
8ft	T88B-01	96" L x 26.75" W x 32.5" H	195 lbs





- B. This bench design is approximately \$1,200-1,500. Inscription is a bronze plaque that will be attached to the bench. Colors would be a bench with cedar boards and a black base.



Management Philosophy

The protection of the natural environment is a high priority. To this end, the Town of Superior Parks, Recreation and Open Space Department may limit memorial benches in order to promote resource management and sustainability of natural landscapes. The integrity, natural and architectural features of parks, natural areas and facilities will be preserved and not detract from a user's experience. Design specifications will be compatible with existing management and operations plans. Final decisions on the placement of memorials will be made by the Parks, Recreation and Open Space Department.

Approval Criteria

All proposals will be evaluated by Parks, Recreation and Open Space staff according to the following:

- Placement of memorial bench enhancements in the parks system shall be compatible with the existing plans and requirements of the Department
- The final decision on location will be determined by the Department
- Memorial benches shall not detract from or overpower the scenic or architectural values of the existing environment
- All memorials shall be constructed of materials that meet the design and maintenance considerations of the Parks, Recreation and Open Space Department

Procedure

The donor collaborates with Department staff and submits the completed Memorial Bench Donation Agreement Form (below) to the Parks, Recreation and Open Space Department. Department staff will review and determine the appropriateness of the proposal as measured by approval criteria. Department staff will notify the donor, by email, of the review decision, identifying any final conditions of approval, and finalize the Memorial Bench Donation Agreement Form between the Town and donor. The Town does not guarantee permanency of the memorial. If a memorial must be relocated, Department staff will attempt to notify the donor, in writing, at the email shown on the completed Memorial Bench Donation Agreement Form. The Town takes no responsibility to replace stolen, vandalized items or for maintenance or replacement of items. The approval must be received before ordering and installation of the memorial may proceed. The Town shall be responsible for the installation, maintenance and protection of the work, within reason. Once installed, the memorial becomes Town property.

PARKS, RECREATION AND OPEN SPACE DEPARTMENT MEMORIAL BENCH DONATION
AGREEMENT FORM

Donor Name: _____
Donor Organization (if applicable) _____
Address: _____
Phone: _____
E-mail: _____
Proposed Park for Donation: _____
Proposed General Location (may provide map with this form):

Inscription:

Select Bench Option A: Benches have two backboards with 40 character spaces each. Space count includes spaces and punctuation. The first board typically begins "In Memory of" on all benches.

Select Bench Option B: Bronze plaque will be attached on top board of bench.

First Board Inscription: "In Memory of" _____

(May add name here if it fits remaining spaces, or suggest alternate wording)

Second Board Inscription: _____

(Add name here and/or quote. Note that quotation marks will take up a space each)

**All inscriptions are subject to Town approval.

Memorial bench gifts to the Town of Superior are considered outright and unrestricted donations. The Town of Superior does not guarantee permanency of the accepted donation. If a memorial must be relocated, Department staff will attempt to notify the donor by email at the address shown on this form. Donations may be tax deductible as charitable giving (please consult an accountant). The donor declares to have read the Memorial Donation Acceptance and Management Guidelines. The donor understands and agrees with the conditions set forth in this policy and agrees to pay the Town any donation funds within one month of notification of Memorial Agreement approval.

I have read and understand the donation policy.

Donor Signature _____ Date _____

Please email completed form to: Allison James, allisonj@superiorcolorado.gov

FOR OFFICE USE ONLY

Accepted By _____ Date _____

Cost \$ _____ Paid \$ _____ Date _____

Exact Location verified _____

Inscription Proof reviewed by donor _____ Date _____