

*Find yourself next to the water.*



City of Ashland, Wisconsin ~ Parks and Recreation Department  
400 4<sup>th</sup> Ave West Ashland ~ WI 54806 ~ [www.ashlandparks.org](http://www.ashlandparks.org)

## Parks and Recreation Memorial Donation & Gift Agreement Form

Donor Name or Organization	
Address	
Home Phone	
Work Phone	
Park for Donation	
Proposed Location	
Bench, Table, Tree or Other (description)	
Other Item Description	

Plaque:  Yes  No

**Plaque Inscription: 3 lines with 45 characters per line. Maximum, including spacing and punctuation.**

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Memorial gifts to the City of Ashland are considered outright and unrestricted donations. The City of Ashland does not guarantee permanency of the accepted donation. Donations are tax deductible. The donor declares to have read the Memorial Donation Acceptance and Management Guidelines. The donor understands and agrees with the conditions set forth in Parks and Recreation Policy 601 and agrees to pay the City an donation funds within one month of notification of the Memorial Agreement approval.

*I have read and understand the donation policy*

Signature of Donor

Date

**Mail or email the completed form to:** City of Ashland Parks and Recreation Department, 400 4th Ave W Ashland, WI 54806 [shudson@coawi.org](mailto:shudson@coawi.org)

*For Office Use Only :*

Date Receive by APR

Paid Date

Cost \$

PRC Approval Date

Exact Location Verified

Exact Location Verified

Inscription Proof Review by Donor Date