

Commemorative Tree and Bench Program

Town of Whitby

Operations Centre

333 McKinney Drive, Whitby, ON L1R 3M2

Phone: 905.430.4310 Email: treeandbench@whitby.ca



Applicant Information - Please print clearly

Last Name

First Name

Address

City/Town

Postal Code

Home Phone

Cell Phone

Email Address

Application Type

Proposed Location

Cost

Bench Dedication

Existing Bench with Plaque

\$2,782.00

New Bench with Plaque in Priority Location*

\$3,339.00

New Bench with Plaque in Non-Priority Location**

\$5,261.00

Tree Dedication

Plaque on Existing Tree or Plaque on New Tree in Priority Location

\$917.00

Tree and Plaque in Non-Priority Location

\$1,905.00

Approved applications will have invoices created and sent out to applicants.

With the invoice number, payment can be made online by [clicking here](#) or in person at Town Hall.

NOTE: Credit Cards will not be accepted. A tax receipt will only be issued to the payee.

*Priority locations for the installation of new bench dedications will be predetermined seasonally by staff to ensure efficient delivery of the program. See Town mapping for available priority locations for new benches.

**Non-priority locations are subject to approval and discretion of the Supervisor of Parks Development or delegate, to ensure the proposed locations are appropriate. The fees for non-priority locations reflect the full cost and additional staff time to coordinate and install the alternative locations.

Please use the box below to enter the wording you would like on the plaque, indicate upper- and lower-case letters where desired and carefully check spelling and dates. Bench and Tree plaques are 4 x 8 inches. Commemorative tree plaques should include the tree species at the top of the plaque (common and scientific name, see ex. 4 on p. 3). The maximum length of text is 7 lines with approximately 35 characters per line, including spaces. The minimum text height size is 8mm (measured using capital letter H), Arial font only, and text must be mixed case not all capitals. Graphic clip art may be incorporated into the plaque formatting but will reduce lines and/or characters. Please refer to examples on the next page.

Selection of Tree

If choosing a tree dedication please choose from the following list of trees by checking the box of one:

Shade Trees		Exotic Trees
Accolade Elm		Freeman Maple
American Mountain Ash		Kentucky Coffeetree
American Beech		London Plane
American Sycamore		Redbud (small tree)
Basswood		Serviceberry (small tree)
Black Walnut		Sugar Maple
Catalpa		Tulip Tree (spring plant)
Hackberry		Yellowwood
Honey Locust		
Evergreens		
		Ginkgo
		Ivory Silk Lilac (small tree)
		Zelkova
		Blue Spruce
		Norway Spruce
		Silver Fir
		Tamarack
		White Pine

Specify preferred alternate tree species: _____

Choices are subject to availability. Some tree species may only be planted in Spring.
Softwoods such as Poplars and Willows will not be considered.