



## Memorial Bench Application Process

The City of Norton Shores will be accepting applications for the donations of memorial benches. Donating a memorial bench is a great way to honor an agency or individual, celebrate a special event, or remember a loved one. These benches will not only act as lasting memorials, but will provide our park patrons and visitors with a spot to sit and relax.

### Guidelines

All donated benches must be selected to match the footprint of what is already in existence throughout each park. Benches will be selected for each park based on function, durability, and park layout. The City of Norton Shores will maintain the right to determine these factors when selecting a bench for said park. The locations of each bench will be recommended by the Parks and Recreation Supervisor and Superintendent. The location will need to include a site plan which will be subject for final approval by the City of Norton Shores.

### Cost

Please note that there is not a cost directly included in this application because it differs from location to location. Prices can range anywhere from \$1,000 - \$2,000. Each donor will be responsible for contacting the supplier and obtaining the bench as well as plaque for the bench. Once all the necessary supplies are gathered the Parks & Recreation Department will install the bench. There is an installation cost of \$100 per unit.

### How To Get Approved

Please contact either Chase Klairter or Brian Clarke at 231-799-6802, [cklairter@nortonshores.org](mailto:cklairter@nortonshores.org), [bclarke@nortonshores.org](mailto:bclarke@nortonshores.org) for more information. We will be able to further explain what benches we use at each specific park in order to maintain our uniform look.



# Memorial Bench Application

## General Information

Applicant name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

Circle one:                                      Resident                                      Non-Resident

Circle Desired Park Location: Lake Harbor Park, Ross Park, Black Lake Park, Hidden Cove Park,  
Avondale Park, Chapman-Veurink Park, Hess Park

This bench is in memorial/celebration of:

Plaque Inscription (The plaque will read):