

Parks, Trails &  
Recreation  
Department



# Memorial Bench PROGRAM

To Honor Loved Ones  
**REST. REFLECT. REMEMBER.**



## **CHOOSE BENCH FROM APPROVED SELECTION, ENGRAVE, INSTALL, AND MAINTAIN**

- Visiting a memorial bench can help make loss more bearable
- Benefits the community by adding elegance and usefulness to public spaces

### **CALL :**

218-254-7909

### **MORE CONTACT INFO:**

[cluke@ci.chisholm.mn.us](mailto:cluke@ci.chisholm.mn.us)

## CITY OF CHISHOLM POLICY

### Donated Memorial Benches for the Longyear Lake Walking Trail and Park Areas

1. The City of Chisholm has the right to refuse any request.
2. The locations of the benches must be pre-approved by the City of Chisholm and Parks and Recreation Department.
3. The design and materials must be pre-approved by the City of Chisholm and Parks and Recreation Department. No wooden benches are allowed. Suggested materials consist of: recycled plastic lumber (composite) steel with plasticol coating, and cast aluminum benches with powder coated finish.
4. All benches must be placed on a concrete slab.
5. The City of Chisholm will not assume responsibility for installation of the bench.
6. Installation of the benches must follow manufacturers' guidelines; all specifications must be followed, including adhering to city ordinances and/or state code. Proof of "Call before you dig hotline" must be made prior to installation.
7. The City of Chisholm is not responsible for maintenance of the bench. The City of Chisholm has the right to remove any bench if deemed: unsafe structurally, placed in an unsafe location, not aesthetically pleasing, or with interference of new projects.
8. The City of Chisholm is not responsible for any cost involving the purchase, installation or maintenance of the bench and concrete slab.
9. No memorials in addition to the bench can be installed or placed near bench (including but not limited to plants, trees, ornaments, etc. without prior approval by the City.)
10. All engravings on the bench must be submitted to and approved by the City prior to the bench being installed.

Name on Memorial Bench: \_\_\_\_\_

Engraving on bench: \_\_\_\_\_

Contact person (print): \_\_\_\_\_

*I have read the above guidelines and agree to the terms and conditions of this policy:*

Contact person signature: \_\_\_\_\_

Address of contact person: \_\_\_\_\_ Email of contact person: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Date: \_\_\_\_\_