



THE CITY OF OXFORD

BENCH DONATION FORM

A bench dedication in the City of Oxford is a perfect way to honor a loved one, special event, or special cause. Purchasing a bench will provide a lasting tribute for residents and visitors of the City. The eight-foot, 11-gauge steel, welded benches will be maintained by the City of Oxford Building and Grounds and enjoyed for years to come.

Plaque

Each dedicated bench will come with a 3" x 6" bronze recognition plaque. The donor will be allowed to rank three bench locations pending approval by city officials. The cost for a bench is \$2,500.00.

Bench Term

Bench donations terms are for 10 years. If during the 10-year period the bench needs to be relocated, City officials will contact the owner to discuss alternative locations. The final bench location determination will be made by the City of Oxford.



Eight-foot "Oxford" Bench
Bronze bench with 3" x 6" recognition plaque
\$2,500.00



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Thank you for supporting the City of Oxford through your donation. The City of Oxford provides this as a meaningful way of remembrance, while enhancing the City for the enjoyment of all.

Donor's Name _____

In Honor of _____

Address _____

City _____ State _____ Zip _____

Email _____ Phone _____

Donor Signature _____ Date _____

Your signature on this form indicates that you understand that the bench and the language on the recognition plaque are subject to approval by the City of Oxford. You understand that the bench is the property of the City of Oxford and **is subject to the 10-year term limits**. After the 10-year term limit the bench **may** be removed or relocated without the owner's consent.

Location preference*

1. _____
2. _____
3. _____

***The City cannot guarantee the desired location will be available; nor, can we guarantee the location of the bench will be permanent. The City reserves the right to move the bench for any reason.**

Recognition plaque inscription

A standard laser etched, steel plaque may be inscribed with 3 lines, 21 characters per line, including spaces. All text will be centered. Wording is subject to approval. Your proposed plaque wording:

Please return this completed form to the address below. Enclose a \$2,500.00 check made payable to the City of Oxford. In the subject line, write "bench."