



Chapman Memorial Sanctuary Commemorative Tree Planting and Bench Program

Purpose:

To provide residents of Magnetawan with a form of commemoration (planting a tree or installing a bench) to honour and have a sacred space to feel connected with loved ones that have passed on.

Program Guidelines:

The Commemorative Tree Planting Program costs participants \$600 and includes the following:

- Choice of one tree species (please refer to the Commemorative Tree Species Guide for availability)
- One memorial rock with a personalized description may be placed at the foot of the tree (plaque wording and description must be approved by the Municipality. The plaque font and overall visual appearance is standard for continuity and visual appearance purposes)
- Tree and memorial rock installation
- General maintenance of the tree, plaque and surrounding areas (maintenance includes watering of the tree, tree pruning, grass cutting etc.)

If the plaque or planted tree is damaged or vandalized beyond repair or refurbishment, a one-time replacement will be provided at no additional cost. If the planted tree dies within the three-year warranty period, a tree replacement may be provided at no additional cost.

The Commemorative Bench Program costs participants \$400 and includes the following:

- One wooden bench
- One plaque with a personalized description will be affixed to the bench (plaque wording and description must be approved by the Municipality. The plaque font and overall visual appearance is standard for continuity and visual appearance purposes)
- Bench and plaque installation
- General maintenance of the bench, plaque and surrounding areas (maintenance includes grass cutting and general upkeep)

If the plaque or bench is damaged or vandalized beyond repair or refurbishment, a one-time replacement may be provided at no additional cost.

Requests to apply to the program will be accepted by the Municipality by application. Presently, one location is available for commemorative tree planting and installation of benches at the Chapman Memorial Sanctuary on Nipissing Road. We accept applications on a first come, first serve basis. Tree location is subject to availability. Tree species can vary by location and are subject to change. We will do our best to provide you with a location that best meets your needs and adheres to the visual identity of our open spaces.

Step-by-Step Application Process:

1. If you are participating in the Commemorative Tree Planting Program look through the Municipality of Magnetawan Commemorative Tree Species Guide and contact the Municipality for any additional questions or inquiries regarding this program at (705) 387-3947 or info@magnetawan.com
2. Complete the application form provided and upon completion, submit to the Municipality.
3. Applicants will receive a confirmation email from the Municipality upon receipt of their application and will receive a designated contact person for the program.
4. The Municipality will review the application and once details regarding tree location, species and plaque description have been approved and finalized, applicants will be notified of their approval.
5. Applicants will be given 30 days to confirm their spot in the program and pay in full within 30 days of receiving their invoice.
6. Tree planting takes place between spring and fall of each year.
7. The applicant will be notified of the date that their tree and plaque installation is to take place and when the installation is completed.

Bench (similar to picture)				
Bench Plaque (similar to picture)				
Trees (Subject to availability) Please refer to the Commemorative Tree Species Guide	Red Maple	White Spruce	Crab Apple	Red Oak
Memorial Stone (similar to picture)				