



Memorials & Other Donations

Please return this document regarding your donation and a City representative will contact you.

Business/Group: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____ Phone Number: _____

- Donation Type: Park Bench Tree
- Monetary \$_____ designated to _____
- Other, please specify and explain _____
- _____
- _____

Location (desired park/City property): _____

Donation in memory/honor of: _____

Park Bench Donation Information

- Bench Quantity: _____
 - Bench Style: Select from the pre-approved bench list
 - Horizon <https://bytheyard.net/product/horizon-bench/>
 - Malibu <https://plasticrecycling.us/recreational/recycled-plastic-park-benches/malibu/>
 - Madison <https://www.treetopproducts.com/madison-memorial-benches>
 - Preferred color: Black Gray Tan Brown Green

* colors should coordinate current park features
 - Requested memorial/plaque wording: _____
- _____
- _____

- You will be contacted to finalize the bench style/color, memorial wording and bench placement.
- After approval, donor will order and pay for the bench, including shipping. Ship the bench to:

City of Fairmont
Attn: Nick Lardy
801 E Margaret Street
Fairmont, MN 56031
- The City will assemble the bench, pay for and install the concrete base, and install the bench.



Tree Donation Information

- Tree Species: Consult your local nursery for tree options.
Proposed tree species: _____
- Tree Size: 1.5" minimum caliper
- You will be contacted to finalize the tree species and planting placement.
- After approval, donor will order and pay for the tree, including delivery. Deliver the tree to:
City of Fairmont
Attn: Nick Lardy
801 E Margaret Street
Fairmont, MN 56031
- Charges associated with tree transportation and/or spading is the responsibility of the donor.
- The City of Fairmont will plant the tree and oversee tree maintenance (watering, fertilizing, pruning, mulching, etc).

Please contact Nick Lardy with questions: 507-236-4946 nlardy@fairmont.org

Additional Information

- All requests for donations must be approved by the City of Fairmont.
- The City may limit the number of memorials at a particular location.
- The City accepts no liability for damage to memorials from vandals or third parties, or while performing routine maintenance activities.
- The City reserves the right to remove memorials that have been damaged.
- No additional mementos shall be permitted at the memorial site.
- The timeline for tree plantings or bench installations may vary.
- The City has final approval of the exact tree species/bench style/location, taking into consideration utilities, maintenance, park use, and other park amenities.
- For a receipt of your donation, please contact the City of Fairmont Finance Department.

For Office Use Only

Approved by: _____ Date: _____

Installation Notes: _____

