



Memorial Bench & Tree Program Policies

- Memorial trees will be planted and maintained for two-years by city staff. If the tree dies within that time, it will be replaced by another tree at no cost. To ensure the highest survival rate, your tree will be planted between November 1 and May 1. You will be notified when the tree will be planted.
- The cost of the bench includes the bench, routing, installation and **maintenance for ten-years**. It is understood that normal weathering of a bench may occur and shall be acceptable to the applicant. At ten-years, the applicant should contact the department to arrange future options available for the bench program, if desired.
- Additional planting, flowers or decorations to the memorial tree area and benches are not permitted at any time.
- After the maintenance period has ended, the City of Texas City will remove benches or diseased and non-living trees at their discretion.
- The Parks, Recreation & Tourism Department is the ultimate authority for determining the location of the tree or bench that are placed within the park system. As well, the City has the final approval of verbiage on the memorial plaques and benches.

Maintenance End Date

Bench Maintenance End Date: _____ Bench ID#: _____ Initial: _____

Tree Maintenance End Date: May 1, _____ Tree ID#: _____ Initial: _____

By signing below, I acknowledge and accept the policies set forth for the Memorial Bench & Tree Program. For park benches, I fully understand that it is my responsibility to contact the Parks, Recreation and Tourism Department and the end of the 10 year maintenance period to discuss future options available at that time for the bench.

Signature

Date

Staff Initials: _____	Date: _____	H/H: _____
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