

## MEMORIAL / HERITAGE TREE & BENCH PROGRAM

Sponsored by Columbia Parks and Recreation, the Memorial/Heritage Tree and Bench Program allows groups and individuals to donate trees and benches to commemorate special events or as memorials to loved ones. Trees and benches purchased through the program are planted and placed in city parks, trails, golf courses and playgrounds. Exact placement is at the discretion of the Parks and Recreation Department.



Note: There are no longer tree locations available on the MKT Trail or Flat Branch Park. For Stephens Lake Park locations only, donors should contact the Forestry Department (874-7520) prior to submitting a form. The Parks and Recreation Department may limit other locations as needed.

## TREE PROGRAM

Cost of the program is \$250 per tree. This includes the tree, plaque and continued maintenance of the tree (fertilizing, pruning, mulching, etc.) After the tree is planted, the contact person will receive a certificate and map of the planting location for each tree. Trees ordered from April 1 through October 15 will be planted in the fall. Trees ordered October 16 through March 31 will be planted in the spring. Plaques will be installed approximately 6-8 weeks following planting. For more information, call the Parks and Recreation Forestry Office at 573-874-7520.

### SUGGESTED TREES\*

- |                 |                  |
|-----------------|------------------|
| Sawtooth Oak    | Redbud           |
| White Oak       | Tulip Tree       |
| Red Maple       | Yellowwood       |
| Sugar Maple     | Norway Spruce    |
| Sweetgum        | Bald Cypress     |
| Swamp White Oak | London Planetree |

\*Species selection will depend on location chosen. If appropriate to the site, other species may be considered. Please discuss your preference with the city forester.

Make checks payable to:  
City of Columbia

Mail check & order form to:  
Columbia Parks and Recreation  
Memorial/Heritage Program  
1507 Business Loop 70 West  
Columbia, MO 65202

## TREE ORDER FORM (Please print)

Contact Name: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Please select one: \_\_\_\_\_ Memorial \_\_\_\_\_ Heritage

Preferred Species: \_\_\_\_\_

Alternate Species: \_\_\_\_\_

Preferred City Park: \_\_\_\_\_

Alternate Park: \_\_\_\_\_

### Text for Plaque:

(Room for 10-25 words. More will decrease text size.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### FOR OFFICE USE ONLY

IS THERE A BENCH ORDER RELATED TO THIS TREE? Y / N  
 MAIL CERTIFICATE TO:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Payment Type: Payment Date: Amount Paid: Taken By:
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Location/Notes:    
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## BENCH PROGRAM

Cost of the bench program is \$700 per bench, including a commemorative plaque and materials. Benches are made of environmentally friendly recycled plastic lumber and are installed at approved sites in the order requests are received. Installation depends on the time of year received and the number of preceding orders. The department makes every effort to install benches within three to six months of your order. Once a bench is installed, the contact person will receive notification and a map showing the bench location. Plaques can accommodate five lines of text, with 40 letters/spaces/characters per line. For more information, call the Parks Planning and Development Office at 573-874-7205.



Note: There are no longer bench locations available on the MKT Trail, Cosmo Park, Grindstone Nature Area, Forum Nature Area, Stephens Lake Park or Twin Lakes Recreation Area. The Parks and Recreation Department may limit other locations as needed.

Rev. 6/12

## BENCH ORDER FORM

(Please print)

Contact Name: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Please select one: \_\_\_\_\_ Memorial \_\_\_\_\_ Heritage

City Park Preferred: \_\_\_\_\_

Alternate Park: \_\_\_\_\_

Bench to read: (40 letters/characters per line)

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

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# MEMORIAL HERITAGE TREE & BENCH PROGRAM



Creating Community through  
 People, Parks and Programs