

# Commemorative Forest Program

## **The Process**

A commemorative forest program promotes the sustainable planting of trees throughout the City's parks and trails systems. The City will select suitable native tree species and planting locations annually throughout the parks and open space system including trails, focusing on sites with existing low density tree plantings or where augmented beautification and shade opportunities would benefit the property and/or neighbourhood. The financial contribution to participate in the program is \$374.40 plus HST (subject to change with Council approval) for the purchase and planting of an appropriate size tree for the location selected. Once payment is received, the tree planting will be incorporated into the next available planting window (spring or fall planting, dependent on tree species). After the tree is planted, the City assumes responsibility and ownership of the tree.

## **Plaques**

Commemorative plaques will be installed by the City at a monument constructed for this purpose. A standard plaque on a central monument acknowledging individual donors is included in the program fee. Plaques are installed annually at a commemoration service. The first commemoration service's date has not yet been determined. The City of Owen Sound is not responsible for the maintenance or replacement of commemorative plaques.

## **Contact Information**

If you have any questions about this program, please contact:

Amanda Tennant-Bumstead,  
Parks & Cemetery Administrative Coordinator  
Owen Sound City Hall  
808 2nd Avenue East  
Owen Sound, ON N4K 2H4  
Tel: 519-376-3203  
Email: [atennant@owensound.ca](mailto:atennant@owensound.ca)

# Commemorative Forest Application Form Contact Information

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

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

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

## Plaque Information

Plaque Wording: Please indicate donor name.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ (payment to be made to the “City of Owen Sound”)

Payment can be made via cash, cheque, or debit.

Individuals will receive an Official Donation Receipt from the City of Owen Sound.

Completed forms and payment can be delivered in person to City Hall or via mail:

City of Owen Sound  
Attention: Service Owen Sound  
808 2nd Avenue East  
Owen Sound, ON  
N4K 2H4

## Office Use

Process payment at the front counter and attach the receipt to the application form. Place in Cemetery mailbox