

# DONATION DETAILS

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Except as otherwise noted, all tree and bench memorials are self-supported by the donor including repair and replacement costs. Once a payment is made and materials are purchased, all donations are considered to be non-refundable.

Memorial items, such as photos, flowers, flags, banners or other items are not permitted on or around the bench or tree.

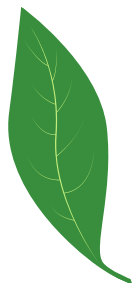
Fox Crossing Parks and Recreation reserves the right to remove or relocate memorial structures due to new construction, a hazardous environment, or damaged materials.

An attempt will be made to contact the donor before memorials are relocated or altered.




Donation requests must be made by February 1 for a spring-summer planting/installation and by August 1 for a fall planting/installation. Due to the unpredictability of weather, we cannot guarantee a specific installation date within a season.

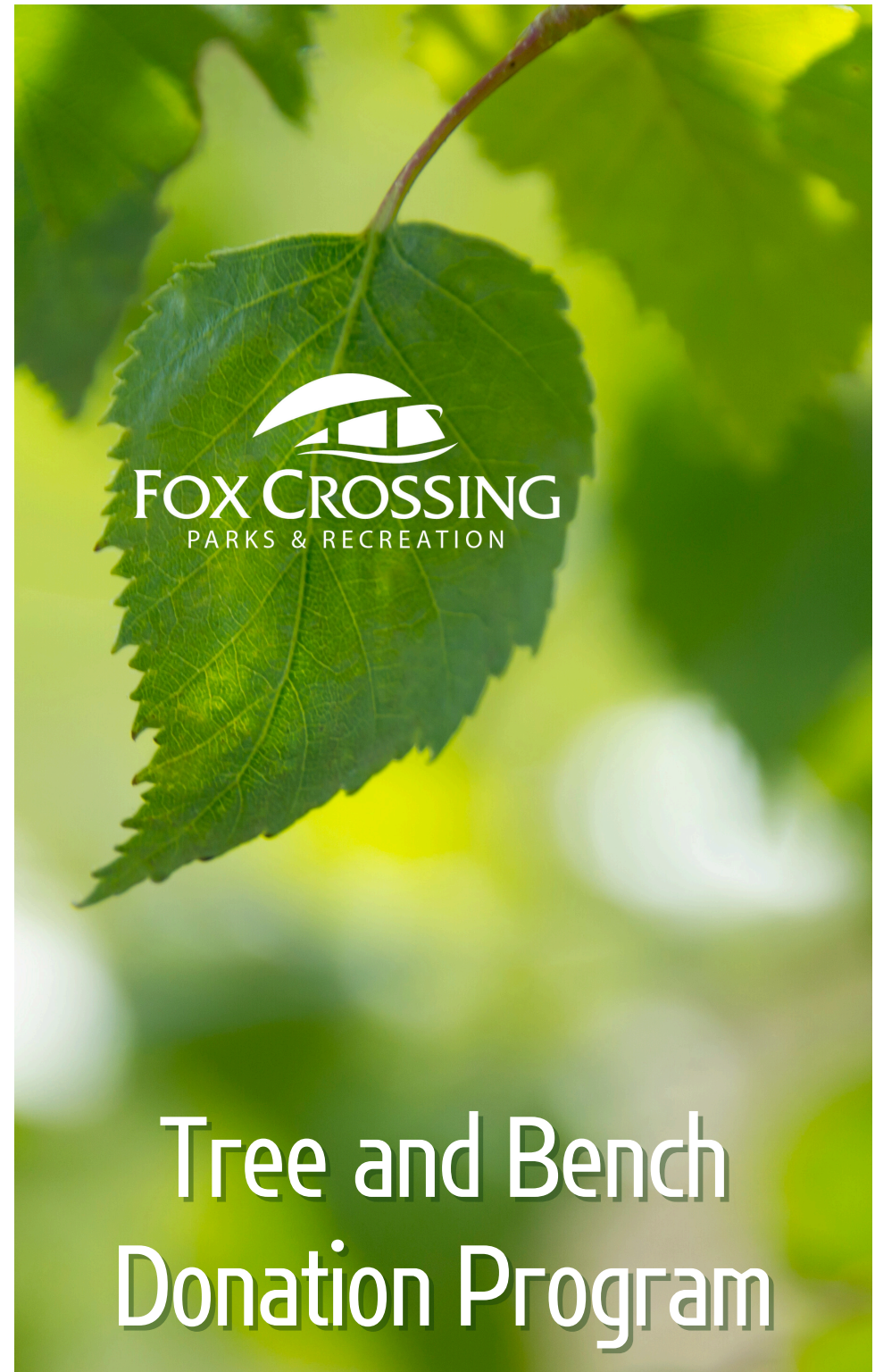
Complete funding for the donation must be processed before any donation materials are ordered and/or installed.

The Parks and Recreation Department will endeavor to maintain and protect park memorials in accordance with the highest maintenance standards; however it is possible that damages may occur due to natural causes, theft or vandalism. To the extent possible, the Parks and Recreation Department will make necessary repairs to the memorials; however, should it require replacement, the donor will be responsible for funding full cost for replacement.



## For Additional Information Contact

-  Director of Parks & Recreation - Amanda Geiser
-  (920) 720-7108
-  [ageiser@foxcrossingwi.gov](mailto:ageiser@foxcrossingwi.gov)



# Fox Crossing Tree and Bench Donation Program

The Village of Fox Crossing provides a Donation Program, offering the opportunity to donate a park bench or tree in honor or memory of a person or event. The Parks and Recreation Department values and recognizes community support, which provides a lasting memory and helps beautify the Village's parks and trails.

## BENCHES

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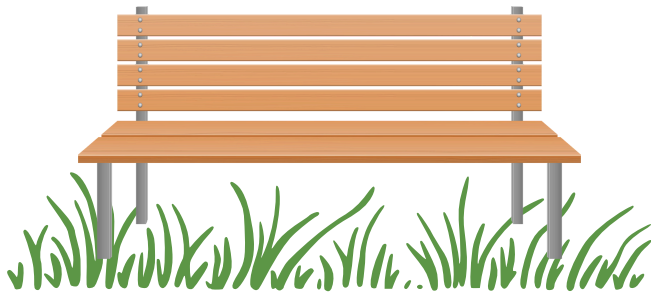
Benches are a great way to remember and honor a loved one. Donors may request a specific location for their bench, however department staff will determine the exact location based upon existing bench placements and park needs.

There are three standard bench styles used throughout the Park and Trail System. The style of bench is determined by the donor's desired location as an effort is made to match existing amenities.

Costs for benches vary depending upon the specific style, but are all-inclusive of materials and labor. Benches are installed in the summer or fall. Installation is weather dependent and a specific date cannot be requested.

Dedication plaques and engraved bench slats are symbolic, and do not entitle the donor to ownership of the bench.

The Parks and Recreation Department will provide maintenance in accordance with the highest standards. Staff will make every effort to maintain and repair a damaged bench through its life cycle. If the bench is not repairable, the department will contact the donor providing right of first refusal with the opportunity to renew the donated item. If the original donor opts not to repair/ replace the bench, the Village may remove it, making the location available for new donations.



## TREES

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A tree donation is a great way to beautify the park system both now and for many years to come. The selection of the tree species and location will be considered and mutually agreed upon by the donor and department staff.

The Parks and Recreation Department will purchase and plant trees in either the spring or fall, depending on the species and availability. Both the tree and memorial plaque will be installed by department staff.

The Parks and Recreation Department will provide maintenance (pruning, mulch, etc.) for the life of the tree. Further, the Parks and Recreation Department does not guarantee tree survivability. If a memorial tree dies or is damaged within the first 5 years of its planted life, the Parks and Recreation Department will cover the cost to replace the tree one time. After the initial replacement, the Parks and Recreation Department will give the donor the option to replace the tree at cost to the donor.

Costs for memorial trees vary, depending upon species, but are all-inclusive of materials and labor. A 1.5"-2.5" deciduous tree, (i.e. maple, oak, hickory, etc.) will be selected for planting.

Tree size is determined by the species and purchased by approved vendors through the Parks and Recreation Department.

No name plates, plaques or inscriptions may be placed directly on a tree. A stainless steel plaque, 4" x 6" in size, will be placed next to the tree and is included in the donation cost. The Village will replace any vandalized or damaged plaque once. Any further replacement costs must be incurred by the donor. The dedication plaque is symbolic of the donation and does not entitle the donor to ownership of the tree.