

Shenango Township, Mercer County Memorial Bench and Tree Guidelines

Guideline Statement Shenango Township, Mercer County recognizes the need for citizens to have an opportunity for individuals, families and organizations to honor an outstanding achievement or the memory of a loved one through the planting of trees or the placement of benches for the entire community to use and enjoy. Donors may also make donations for general park or trail purposes of any denomination to fund park improvements and future maintenance on an as needed basis.

This Guideline was developed to provide a coordinated and consistent approach for accepting and processing memorial requests. Anyone applying for a memorial item acknowledges and recognizes that Shenango Township and Parks may approve or disapprove any request at its sole discretion. Limited only to those parks and lands administered by Shenango Township Supervisors.

General Guidelines

- The purchase and dedication of any and all memorials will be funded by private individuals or groups.
- Memorials representing commercial advertising will not be permitted.
- All payment for the purchase of a tree or bench must be made prior to ordering and installation of the memorial.
- All memorials will be installed by Shenango Township Employees and/or Volunteers.
- Shenango Township will not be responsible for the repair or replacement of any memorial. The purchaser of the memorial release Shenango Township and Parks of all responsibility for repairs and/or replacement of a memorial.
- The purchaser of the memorial assumes full responsibility for the cost of any and all repairs or replacement, if necessary or desired by the donor.
- Shenango Township and Parks will retain final approval of a requested tree or bench and its location. When determining the approval of a memorial, Shenango Township and Parks will consider proximity to other memorials, safety, maintenance and existing landscaping.
- Shenango Township and Parks at its own discretion, may limit the total number of any type of tree or bench on its properties.
- Shenango Township and Parks reserves the right to remove any trees or benches that have been damaged or in the determination of the park staff as being beyond repair.
- No plaques/plates, monument or other engraved items are permitted. Decorating or adding flowers, shrubs or landscaping of the tree or bench location is not permitted.
- A registry of all donations will be maintained by Shenango Township at its administrative office .

Memorial Tree Donation minimum (\$750)

- Shenango Township and Parks will work with purchaser to select an appropriate tree from the recommended tree list. Recommended trees may vary from location to location. The tree must be of a suitable size and appropriate for the location.
- The location of the tree must be approved by Shenango Township and Parks.
- The date/time of planting will be coordinated with Shenango Township and Parks to ensure the optimal planting season for the selected tree.
- Invasive or exotic species will not be considered. Trees native to this region are preferred.

Memorial Bench Donation minimum (\$1500.00)

- Only Benches of Shenango Township and Parks choosing (size, style and color) will be permitted. Existing benches can be established as a Memorial Bench.
- A memorial bench will only be considered in locations where benches are scheduled to be replaced or where new benches are deemed necessary by Shenango Township and Parks

**Shenango Township and Parks Committee: 3439 Hubbard-West Middlesex Road
West Middlesex, Pa 16159**

724-528-9571 shenango.gov@gmail.com

www.shenangotownship.net

**Shenango Township and Parks
Memorial Bench & Tree Application**



Please fill out this application and include your check or money order made payable to "Shenango Township" Unspecified donations that provide general support to our parks and trails can also be mailed to the address below along with the completed application form.

[] I have reviewed the memorial guidelines and agree to its terms: _____
(sign)

Date ____ / ____ / ____

Name _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Mobile Phone _____

Email address _____

Please check: [] Tree or [] Bench [] Unspecified donation

Please check: [] Shenango Township Park [] Softball Complex [] Other _____

1. Location preferred: _____
(at Site checked above)
2. Preferred Installation Date: _____

Payment Type: _____ Check or _____ Cash

Please mail check made out to "Shenango Township" with enclosed payment to:

**Shenango Township Supervisors
3439 Hubbard-West Middlesex Road
West Middlesex, PA 16159**

**Phone: 724-528-9571
Email: Shenango.gov@gmail.com**