

Park Bench Donation Program

Occasionally, individuals express an interest in donating and installing furnishings or fixtures, such as benches, tables, trees, etc. at municipal parks and facilities. This policy establishes the process of accepting and receiving donations from the public regarding park benches.

Policy:

The City of Saint John Community Services and Parks department will accept donations of park benches for the purpose of commemorating a memorial or dedication to a family member. A donation will be accepted as per the terms and conditions as set-forth and are agreed upon by the person(s) making the donation.

Terms & Conditions:

- Permitted bench design for Parks are presented in appendix Design A - Standard Bench:
- Person(s) making the donation may select which area in the Park to install the bench, the City of Saint John reserves the right to decide the exact location of the bench at the selected park. Please arrange a meeting with park staff to decide on a location.
- A placard will be placed on the donated bench to identify whom the bench is dedicated to. Placard guidelines include (Appendix 2):
 - Size: 3" high x 5" wide
 - Font Size of Wording.
- Wording and Phrases on placard must be approved by City staff and will be rejected if deemed inappropriate for whatever reason.
- The City of Saint John will NOT be responsible for replacing placards due to vandalism, breakage, theft, or any other reason.
- Placards will be inset into the upper back rest board, mid-point from either end of the bench.
- Placards colour scheme will be bronze face with Black Lettering.
- It is the responsibility of the person(s) making the donation to advise the park administration office regarding any changes which have occurred to the donated bench.
- If, in the opinion of City staff, a bench donated through this program is not properly maintained by the contributor, then the City of Saint John reserves the right to remove the dedicated placard or the bench entirely.
- The City of Saint John cannot issue a tax receipt for any donation specified for a particular program
- Receipts for tax purposes may be rendered by the City of Saint John whereby a donation is made to the municipality without any stipulations attached.

BENCHES

- 179, 17P-5, Park Bench, SIENNA, 5'-0" @ \$744.00 + tax

Available at:

Stor-It Systems Ltd.

50 Galbraith Place, Saint John, NB,

E2M 7L1P# 506-635-8900

[sales@stor-](mailto:sales@stor-itsystems.com)

[itsystems.com](mailto:sales@stor-itsystems.com)

[www.stor-](http://www.stor-itsystems.com)

[itsystems.com](http://www.stor-itsystems.com)

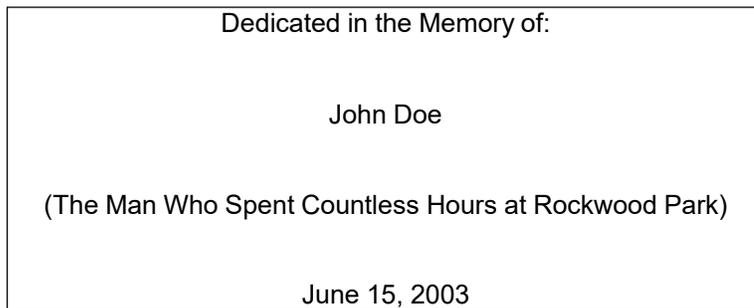
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- A standard delivery timeline to Stor-it Systems would be approx 2-4 weeks.
- Terms: VISA or MasterCard.
- The City of Saint John will be called for pick-up once the bench arrives at Stor-it Systems, for transport and installation on-site.
- City of Saint John will install the bench.



PLACARDS:

Approximate cost 135\$

Example of Placard



Available at Design Art Signs
200 Germain St. W, Saint John, NB E2M 2G4
PH# 506-648-1893
rick@designartsigns.com
<http://www.designartsigns.com/index.html>



SAINT JOHN

Tax Receipt Form
For Park Bench Donation Program
City of Saint John Parks

Please fill in the following for mailing Tax Receipt

Date of purchase: _____

Name of person: _____

Mailing Address: _____

Please send to Finance
Attention: Cindy Blizzard