

Terms & Conditions

1. Applications for the supply and installation of commemorative benches or trees will only be approved after a suitable available site has been agreed between Mid and East Antrim Borough Council and the named applicant.
2. Whilst the cost and installation of the bench or tree shall be the responsibility of the applicant, we agree to fund the maintenance of the bench or tree, unless it becomes, in our view, damaged beyond economic repair. If a bench or tree is in such a state of disrepair that it cannot be restored for safe use, we will remove the bench or tree and shall not be obliged to fund a replacement.
3. We accept no responsibility for the theft of any bench or tree save that we will report any incident or theft to the Police Service of Northern Ireland.
4. The bench or tree will be placed in a Mid and East Antrim Borough Council owned park, open space or cemetery. No other adornment (flowers, sculptures, etc.) will be allowed to be placed with the bench or tree. Any adornment will be promptly removed and disposed of by the Council.
5. We reserve the right to use our discretion to refuse any application.
6. All proposed inscriptions for commemorative plaques and any subsequent changes must be approved by us. The wording of inscriptions is subject to our legal obligations with regards to the promotion of equality and good relations. Any inscription containing wording which we deem to be offensive or inappropriate will not be considered for approval.



Parks & Open Spaces Service
Museum & Civic Centre
11 Antrim Street
Carrickfergus
BT38 7DG

T: 028 9335 8273
E: parks@midandeastantrim.gov.uk
www.midandeastantrim.gov.uk/cemeteries

design: concorddesign.com



Commemorative Bench and Tree Programme



www.midandeastantrim.gov.uk/cemeteries



Commemorative Bench and Tree Programme

The purpose of this programme is to provide members of the public or organisations a means of recognising and honouring others with a lasting tribute. Benches or trees can be dedicated to that special someone and are installed in one of our parks or cemeteries.

Please feel free to contact us, if you have any questions concerning this programme. Telephone **028 9335 8273** or email **parks@midandeantrim.gov.uk**

Application for the purchase and installation of a commemorative bench or tree

Please read the conditions overleaf before completing in BLOCK CAPITALS

Your details

Name of applicant:

Address:

Postcode

Telephone number:

Order Details

Which programme are you applying for (please tick):

☐ Bench (£750 each) ☐ Tree (£450 each) ☐ Plaque Only (£350 each)

A cheque made payable to Mid and East Antrim Borough Council is enclosed (please tick) ☐

Where ideally would you like the commemorative bench or tree to be situated? We will try to accommodate specific requests, but may make alternative proposals if we cannot facilitate your request.

What inscription would you like on the plaque?
(Please ensure unusual names are written clearly)

State the type of bench or tree you require (Please refer to the leaflet provided):

I hereby apply for the installation of a commemorative bench or tree in accordance with the conditions stated in this leaflet. I have read, understood and agree to comply with the Terms and Conditions listed overleaf.

Signed

Dated

For Office use only

Application received

Order No

Invoice Date

Paid on

Received by

Date Ordered

Sum

Date of installation